

# Droitwich Spa Town Council

MINUTES of the meeting of Droitwich Spa Town Council held in the Council Chamber, St. Richard's House, Victoria Square, Droitwich Spa on **Monday 14 December 2015**, at 6.00pm.

PRESENT: Councillor R G Beale (Mayor)  
Councillor Mrs J Bolton  
Councillor Mrs C Bowden  
Councillor G R Brookes  
Councillor L Evans  
Councillor Mrs S Harris  
Councillor Mrs A Hawkins  
Councillor S Laird  
Councillor Mrs M A Lawley  
Councillor R J Morris  
Councillor R E Murphy  
Councillor T J Noyes  
Councillor Mrs C Powell  
Councillor A Roberts  
Councillor Mrs K L Tomalin

APOLOGIES for absence: Councillor S Best and A Humphries

## PUBLIC QUESTIONS SESSION

Councillor T J Noyes, on behalf of Mr R Belcher, 128 Worcester Road

*"I live next to the Esso Service Station which has been opening 24 hours a day for a number of months. Locals have complained and the garage was forced to make a planning application for 24 hour opening due to the objections made by people living in the immediate surrounding area, myself included. The application was turned down and three weeks later the garage is still open 24 hours a day and disregarding then planning decision. We have been constantly disturbed by the noise from the garage through the night and slowly the situation is getting steadily worse. I have complained to the planning and enforcement department but they seem reluctant to enforce this matter. They have told me that they need to get approval from their legal team and superiors. We all assumed that when the planning application was turned down that the garage would be made to close at night. If this does not happen what is the point of a planning decision? If this large company which owns the garage can ignore the planning application then other similar businesses can do the same. This will have a very detrimental effect on the area and Droitwich as a town. The Esso garage has also installed a lot of extra lighting which is very bright at night including vivid blue lights which reflect in our bedroom and upper lounge windows. The blue lights are out of character with the neighbourhood and are a disturbance. I hope you will give me some answers to the points raised as I do not know who else to ask with this matter.*

Councillor Noyes advised that he had referred this matter to Wychavon District Council's Head of Legal Services and Head of Planning Services. The Town Clerk confirmed that the complaint had been referred also to the Planning Enforcement Team at Wychavon District Council.

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178 DECLARATIONS OF INTERESTS

There were none.

179 MINUTES OF THE MEETING OF COUNCIL HELD ON 28 SEPTEMBER 2015

Arising from consideration of Minute No 125(1) and in response to a question from Councillor T J Noyes, Councillors G R Brookes and Mrs S Harris advised that there was no further information at this stage.

RESOLVED That the Minutes of the Meeting of Council held on 28 September 2015 be confirmed as a correct record and signed by the Chairman.

180 MAYOR'S ANNOUNCEMENTS

Councillor R G Beale stated that he had been very privileged during his time as Mayor to be allowed into areas that he would not normally have been involved with, such as with carers. He considered it to be an honour and very humbling. He paid tribute to the many unpaid volunteers in the town.

181 HIGH SCHOOL – UPDATE FROM HEAD GIRL AND HEAD BOY

Allie (Alice) Wilson Head Girl was welcomed to the meeting. Apologies were received from Don Pickworth, Head Boy who was not able to attend.

Allie advised upon:

- Annual Charities Week had been very raised a total of £2,501.12p to benefit the three local, national and international charities - Hands Charity for Thailand, Papyrus (Prevention of Young Suicide UK as the national charity and locally JS You Can Do It charity set up in memory of Jack Stephens (a former pupil) to support people for whom finance was a genuine barrier to studying at degree level.
- UCAS applications being made and school examinations for Years 11 – 13.
- the introduction of the School House system which was being championed by Mr Delaney who was the Student Engagement Officer, there were 5 Houses within the school;
- Year 9 had hosted a Christmas Party for Senior Citizens and a series of three Carol Concerts had taken place in the Methodist Church.

The Chairman and Councillor T J Noyes thanked Allie for her informative report.

182 TO RECEIVE A BRIEF UPDATE ON POLICING IN DROITWICH SPA

The Chairman welcomed PCSO Tony Carter, Droitwich Rural East Team to the meeting, Sergeant Sarah Kent being unable to attend.

PCSO Carter reported:

- PC Paul Cound was now in the Arboretum and Claines team at Worcester and PC Richard Reece had joined the Droitwich Rural West Team. PC Reece had fifteen years' experience with the force, including five years in Droitwich Spa.
- 'Peeler the Police Dog' (mascot) and six officers had been in attendance at the Christmas Lights Switch-On event, which had been enjoyed by all despite the inclement weather.
- 'Face Watch' was new scheme being piloted in Pershore and was likely to be established in Droitwich Spa shortly. The scheme enabled shopping retailers/traders to record crimes via the internet and to circulate images of suspects to others in the scheme. In response to a question from Councillor Mrs S Harris he confirmed that the scheme did not breach any data protection regulations and in response to Councillor Mrs C Powell he advised that the scheme was dependent upon the uptake from shopkeepers.
- Vehicle crime had increased with over thirty incidences most of which involved unlocked vehicles. The advice was to lock cars and to remove all valuables. It was hoped that a recent arrest achieved by using the DNA profiling system would reduce such incidences.
- The seasonal 'Drink Driving' campaign was underway and there were 50 – 60 drivers stopped daily across Worcestershire with approximately 1 in 25 drivers being over the limit.
- 200 Christmas Bells had been purchased with funding and 64 had been given out to date. There were for attaching to purses and wallets, as a warning method should they be lost or stolen.
- 'Horse Watch' was also a new scheme which encouraged membership of a group set up to help combat the theft of equines, tack, trailers and horse boxes. Members were alerted when a crime or suspicious incident occurred, and assisted with security marking of equine tack, trailers and horse boxes etc.
- From 1 December the 'We Don't Buy Crime' initiative aimed to establish strong partnerships with shops selling secondhand goods so that stolen items marked with SmartWater were identified by a UV light and a report made to the police via email.

The Chairman thanked PCSO Tony Carter for his report.

### 183 YOUTH COUNCIL – UPDATE FROM YOUTH COUNCILLORS

The Chairman welcomed Katie Bowen to the meeting. Katie reported upon the recent projects in hand for the Youth Council, including:

- A very successful meeting with Norbury Theatre which had resulted in positive guidelines being established and a trial run agreed. The Youth Council was looking forward to progressing with the schemes for the setting up of a Youth Cinema and Youth Activity Centre.
- A meeting had been arranged for 27 January 2016 to set up the Youth Forum. Don Pickworth, Head Boy at the High School was contacting clubs and organisations in the town to send two representatives each to the Forum.
- For 2016 it was intended to raise the profile of the Youth Council at events and Salt Fest and the Food & Drink Festival had been chosen.

Katie ended her report with seasonal greetings to everyone present. The Chairman thanked Katie for her very clear and informative report. Katie then introduced the Westacre Middle School Year 7 Youth Councillors who presented their winning manifestoes, namely Declan King, Harry Jay and Charlie Harrison. Witton Middle School Councillors had been unable to attend and their manifestoes were presented by Councillor Mrs S Harris – on behalf of Jodie Murray and Councillor R J Morris – on behalf of Daniel Finch.

Members were extremely impressed by the calibre and content of the manifestoes and congratulated all on their excellent presentation. In particular Councillor R J Morris thanked Katie Bowen for all her hard work as secretary of the Youth Council.

184 MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 12 OCTOBER 2015

RESOLVED That the Minutes of the Meeting of the Planning Committee held on 12 October 2015 be approved and adopted.

185 MINUTES OF THE MEETING OF THE RESOURCES COMMITTEE HELD ON 12 OCTOBER 2015

RESOLVED That the Minutes of the Meeting of the Resources Committee held on 12 October 2015 be approved and adopted.

186 MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 9 NOVEMBER 2015

RESOLVED That the Minutes of the Meeting of the Planning Committee held on 9 November 2015 be approved and adopted.

187 MINUTES OF THE COMMUNITY & AMENITIES COMMITTEE MEETING HELD ON 9 NOVEMBER 2015

Arising from consideration of Minute No 162 and in response to a question from Councillor T J Noyes, the Town Clerk advised that the contract had been reviewed and five small traffic islands had been removed from the proposals. It was now acceptable for signature.

RESOLVED That the Minutes of the Meeting of the Community & Amenities Committee held on 6 July 2015 be approved and adopted, save for Minute No 158 considered at Minute No 190 below.

188 MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 7 DECEMBER 2015

Arising from consideration of Minute No 169, the Town Clerk reported that Councillor A Humphries had subsequently withdrawn from the selection panel and

Councillor G R Brookes had apologised for absence from the selection meeting. Councillors Ms Bolton and Noyes had met that morning and some 24 street names had been made. These were circulated at the meeting. There being a Jackdaw Lane in existence it was decided to remove this from the list. It was confirmed that all street names suggested would be retained on file for future use.

RESOLVED

- 1) That recommendation of the Street Names Selection Panel be approved, namely:
  - a) That the main thoroughfare through both Persimmon and Redrow Estates be called 'WILDLIFE WAY' and the remaining streets named after British wildlife and birds with the appropriate suffixes added by the Street Naming Officer and Developers. Street names selected being:
    - BADGER
    - SQUIRREL
    - FOX
    - WEASEL
    - HEDGEHOG
    - DORMOUSE
    - SHREW
    - DEER
    - HARE
    - RABBIT
    - STOAT
    - CUCKOO
    - LARK
    - RAVEN
    - ROBIN
    - MAGPIE
    - JENNY WREN
    - GOLDCREST
    - BLACKBIRD
    - DOVE
    - SPARROW
    - WOODPIGEON
- 2) That the Minutes of the Meeting of the Planning Committee held on 7 December 2015 be approved and adopted.

189 MINUTES OF THE RESOURCES COMMITTEE MEETING HELD ON 7 DECEMBER 2015

RESOLVED

That the Minutes of the Meeting of the Resources Committee held on 3 August 2015 be approved and adopted save for Minute No 175 considered at Minute No 190 below.

190 COUNCIL'S ESTIMATES 2016/2017 - TO RECEIVE RECOMMENDATIONS FROM THE RESOURCES COMMITTEE AND FROM THE COMMUNITY & AMENITIES COMMITTEE FOR THE SETTING OF ESTIMATES FOR FINANCIAL YEAR APRIL 2016 TO MARCH 2017 AND TO SET THE PRECEPTUAL REQUEST

Council considered the recommendations of the Resources Committee (Minute No 175 refers) upon the setting of the Council's Estimates for the forthcoming financial year, and upon the setting of the preceptual request.

It was noted that the Community & Amenities Committee had recommended inter alia an increase in charges which was supported by the Resources Committee.

RESOLVED

1. That the proposed increase in the fees and charges as recommended by Community and Amenities Committee and set out below be approved:

As from 1 April 2016 the Council's Fees and Charges be set as follows:

<b>ALLOTMENT RENTAL</b>		
£5 Reduction for senior citizens or registered disabled who are Allotment Plot tenants		
Chawson Lane	£33	
Copcut Park	£33	
Westwood Lodge	£33	£22 for a half-plot with full discount applicable
Vines Lane	£22	Nb no water

<b>COMMUNITY HALL HIRE OF ROOM</b>		
20% Discount for Registered Charities		
Main Hall	£20 per hour	£150 full day (inc evening)
John Corbett Room	£15 per hour	£90 full day (inc evening)
Small Meeting Room	£10 per hour	£60 full day (inc evening)
<b>ST RICHARD'S HOUSE HIRE OF CHAMBER</b>		
20% Discount for Registered Charities		
Council Chamber	£25 per hour	£150 full day (inc evening)
Council Chamber - Weddings	£100 flat rate payable in advance	

2. That the 2016/17 budget for Band Concerts be set at £5,000 to enable the current arrangements for the season to be retained.
3. That the 2016/17 Grants Budget for the Grants Appraisal Panel be set at £6,000.
4. That the Grants Appraisal Panel operates to a maximum award of £500 with £1,000 awarded only in very exceptional circumstances. Requests for other financial assistance to be directed to the Resources Committee for consideration.
5. That the requests for financial assistance as reported in the Questionnaire Summary be not supported with the exception of Droitwich Arts Network (DANS) as this is not considered to be a major festival being solely applicable to the promotion of the Arts and therefore this could be supported via the Grants Appraisal Panel process. The Town Council has granted financial assistance to a number of Events and Festivals in the past and it is now considered that such events and festivals should be self-financing.
6. That the estimates now attached at Appendix A to the Minutes be set for financial year 1 April 2016 to 31 March 2017 and the preceptual request be set at £343,393 being £307,274 in precept and with a precept support grant element of £36,119, as recommended by the Resources Committee at its meeting on 7 December 2015 (Minute 175 refers).

191 REPRESENTATIVES ON OUTSIDE BODIES

Pursuant to Minute No 8, Annual Meeting of Council held on 18 May 2015, amendments to representation were considered.

RESOLVED

That the following changes in the Council's representation on outside bodies be approved:

Outside Body	Current	New
Age Concern (Droitwich & District Exec. Committee)	Cllr Mrs C Bowden	Cllr A Roberts
Droitwich Council for Voluntary Service (Exec Committee)	Cllrs Ms J Bolton & Mrs M A Lawley	Cllrs Mrs C Bowden & A H Laird

Coventry Homes	Mrs P Davey	Cllr Mrs A Hawkins

192 COUNTY COUNCIL MATTERS

1. WORCESTERSHIRE PARISH CONFERENCE – WEDNESDAY 24 FEBRUARY 2016, 6.30PM IN THE COUNCIL CHAMBER AT COUNTY HALL

Representative(s) were requested and Councillor Mrs S Harris confirmed that she would like to attend.

RESOLVED That Councillor Mrs S Harris be nominated to attend the Worcestershire Parish Conference on 24 February 2016.

2. REPORTS ON COUNTY COUNCIL MATTERS

County Councillor Mrs P E Davey advised the Public Realm Enhancements: progression was still being made but the scheme was not ready to progress to the public consultation stage at the present time. She advised that the budget for the scheme was in place. In response to a question from Councillor T J Noyes she advised that the scheme should not be held up for town events, it was an advantage to have use of the town centre but not a necessity in view of the number of parks etc in the vicinity. County Officers would be co-ordinating the scheme to ensure minimum disruption wherever possible. and was dependent upon several factors upon the County Officers had advised that the process was on schedule and she had every faith that they would be on track;

193 DISTRICT COUNCIL MATTERS

1. DIAMOND JUBILEE COMMUNITY RECOGNITION AWARD

At the last meeting of Council and in the absence of any immediate nominations the matter was deferred for individual suggestions to be forwarded to the Town Clerk. Two suggestions had been received from Councillor R J Morris. The merits of each were considered, with the suggestion that one be put forward for the Wychavon Community Recognition Award (and therefore nominated by individuals) should they not be successful for the Diamond Jubilee Community Recognition Award. Following a show of hands, it was

RESOLVED That David and Mary Stanbury be nominated for the Diamond Jubilee Community Recognition Award 2015 following their work in setting up and running the Droitwich Food Bank.

*[There voting For – 9 and Against – 5]*

## 2. LICENSING OF SEX SHOPS – CONSULTATION ON DRAFT POLICY

Wychavon District Council was currently seeking views on a draft policy in relation to the licensing of sex establishments in the District including sex shops, sex cinemas and sexual entertainment venues. The policy set out:

- how applications should be made
- how they will be processed
- what will be considered when determining applications
- the grounds on which the Council can refuse applications
- the standard conditions that will be attached to licences granted.

RESOLVED That the adoption and processes of the Sex Establishment Licensing Policy be supported.

## 3. REPORTS FROM DISTRICT COUNCILLORS

Councillor Ms J Bolton having been taken poorly during the meeting, her report was given by Councillor R J Morris as follows:

- That she was on the Licensing Committee and therefore could advise directly upon the debate on issues that the town council or individual members may have concerns upon.
- Wychavon meetings and information was available on the website and via webcasts.

She wished to advise specifically upon the decision of the Executive Board on 25 November with regard to the Lido, namely:

- That the Deputy Managing Director be authorised to negotiate a longer term arrangement with Wychavon Leisure (WLCAL) for the management of the Droitwich Spa Lido in consultation with the relevant Executive Board members.
- That up to £200,000 from the BMI fund be used to support the arrangement be agreed.
  - That the Deputy Managing Director be requested to put in place the new arrangements for the commencement of the 2016 season; and
  - RECOMMENDED to COUNCIL on 16 December 2015 that the Council recognises the aspirations to attract a brine facility for the Town and that up to £200,000 be made available for investment in any commercially led proposal which is proven to be viable and deliverable.

Other matters reported were the Council Strategy to 2020 and the setting out of the 7 goals for Wychavon and the processes in hand for the Council Budget for the District which would be determined in the New Year. She also advised that the amount of planning applications for consideration by the District's Planning Committee had reduced. She reminded Members to look at the Planning Applications Weekly List on the Wychavon website in between meetings.

## 194 ACCOUNTS FOR PAYMENT

Creditor Payments were presented to the Council. Supplementary Creditor Payments in the sum of £2,325.77 were also presented.

Councillor Mrs S Harris queried the amount for the provision of First Aid cover for the Christmas Lights Switch On and confirmed that she would advise as to her contacts for competitive quotations to be obtained. Councillor R J Morris suggested that the Droitwich Life Saving Club be contacted, however it was noted that this club did not have a Welfare Unit nor did it possess an Ambulance vehicle. The Town Clerk reported £443.52 had been the cost for the provision of a Welfare Unit, mobile Ambulance and trained operatives on site from 9am until 9pm that day and it was unlikely that such cover could be obtained any cheaper (initial quotations having been sought previously).

RESOLVED That the statement of accounts for payment be received with the amendments as now reported above and the expenditure totalling £18,877.61 (£16,551.84+£2,325.77) as now appended be approved and duly passed for payment.

The Meeting ended at 7.15pm.

Chairman of Council \_\_\_\_\_  
22 February 2016

**COUNCIL MEETING 14 DECEMBER 2015 – MINUTE NO 194 REFERS****Cheques signed 14 December 2015**

10734	Zurich Municipal	£14,008.64
	Renewal of Insurance Policy - 01.01.2016 to 31.12.2016	
10735	A J Manton, Hillhampton Honey	£120.00
	TIC Purchases	
10736	Top Cut Mowing Services Limited	£54.00
	Replacement of 2 bollards on Spring Meadow	
10737	ADT Fire and Security plc	£136.36
	Maintenance of Access Control System 29.12.15 to 28.03.16	
10738	Amberley Publishing	£19.49
	TIC Purchases	
10739	Catering Hygiene Specialists Limited	£838.80
	Annual Deep Clean - Large Kitchen - Community Hall	
10740	Amplified Sound	£500.00
	Stage and sound system for Christmas Lights Switch On	
10741	Merlin Office Supplies Limited	£113.35
	Stationery	
10742	R T Harrison	£761.20
	Handyman & Lengthsman duties - November 2015	
	TOTAL	£16,551.84
<b>Supplementary Cheques signed 14 December 2015</b>		
10743	Bourne Decorators	£835.20
	Work carried out at Chawson Lane Allotments	
	Victoria Square Notice Board & DSTC Car Park	
10744	Dudley's Coaches Limited	£105.30
	TIC ticket sales less commission	
10745	St John Ambulance	£443.52
	Provision of FA and Medical Cover - Christmas Lights Switch On	
10746	St Andrews Town Hotel	£941.75
	Volunteers' Christmas Lunch	
	TOTAL	£2,325.77
	GRAND TOTAL	£18,877.61