

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 17 June 2019** at 6.00pm.

PRESENT: Councillor WT Moy (Mayor)
Councillor RG Beale
Councillor GR Brookes
Councillor DM Craigie
Councillor J Grady
Councillor NR Griffiths
Councillor RP Hopkins
Councillor A H Laird
Councillor DJ Morris
Councillor RJ Morris
Councillor CM Murray
Councillor AM Sinton

APOLOGIES for absence: Councillors Mrs CA Bowden, E Bowden, G Duffy and A Humphries. Councillors RG Beale and RJ Morris had notified that they would arrive late.

PUBLIC QUESTIONS SESSION

No questions were submitted for consideration.

INTRODUCTIONS

This being the first Full Council meeting of the Administration -post election, the Town Clerk explained protocol for the benefit of new members and as a general reminder. It was noted that all requests to speak during the meeting should first be directed through the Chairman and thereafter to stand when addressing the Mayor.

The Mayor then requested in the same spirit that all Elected Members present kindly introduce themselves for the benefit of all those persons present. The introductions were made in a rotational order moving clockwise round the table.

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46 DECLARATIONS OF INTERESTS

Councillor DM Craigie declared a non -pecuniary interest in Agenda Items 7 & 13 in his capacity as a part time teacher at Droitwich Spa High School.

Councillor DJ Morris declared a non -pecuniary interest in Agenda Items 7 & 13 in his capacity as a Governor at Droitwich Spa, High School.

Councillor GR Brookes declared a non- pecuniary interest in Agenda Item 14 in his capacity of Chairman of the Trustees for the Coventry Charity.

47 MINUTES OF THE MEETING OF COUNCIL HELD ON 15 APRIL 2019

RESOLVED That the Minutes of the Meeting of Council held on 15 April 2019 be confirmed as a correct record and signed by the Chairman.

48 MINUTES OF THE ANNUAL MEETING OF COUNCIL HELD ON 13 MAY 2019

RESOLVED That the Minutes of the Annual Meeting of Council held on 13 May 2019 be confirmed as a correct record and signed by the Chairman.

49 MAYOR'S ANNOUNCEMENTS

Councillor WT Moy reported upon recent events that he had attended, including:

- The 75th Anniversary Commemoration and wreath laying ceremony for the D Day Landings. Councillor Moy made special mention that this had been a very poignant engagement which he had considered to be an honour and a privilege to conduct. Appreciation was conveyed towards the hard work and diligence put into the arrangements by Councillor A Humphries in his capacity as Chairman of the Royal British Legion – Droitwich Spa Branch.
- The Chateau Impney Charity Evening on 7th June 2019 had been a thoroughly enjoyable event. The Kidderminster Male Voice Choir and the West Midlands Fire Brigade Brass Band were both very impressive components of the evening entertainment.

Councillor WT Moy reported that he was very much enjoying all aspects of the Mayor's Role as he begins his year in Office.

50 TO RECEIVE A BRIEF UPDATE ON POLICING IN DROITWICH SPA

The Mayor welcomed Sergeant Sarah Kent to the meeting. For the benefit of new Members Sergeant Kent provided a brief introduction and background about her role. It was reported that Sergeant Kent had been a serving Police Officer for approximately 24 years tenure. All of the time except 3 or 4 years had been in the rank of Sergeant and local coverage was from 2013. The Role Title is "Safer Neighbourhoods Team Sergeant" covering Droitwich Spa and Pershore towns and surrounding rural areas. Sergeant Kent put herself forward as the local primary contact for Neighbourhood Policing matters and distributed quantities of Community Messaging Service guidance leaflets for CMS updates and business contact cards, available through the Town Clerks office.

Sergeant Kent explained that the CMS Messaging service operated over 5 working days each week and generated text and email alerts to help combat local crime and share public information about general police matters. Members were encouraged to sign up themselves and help towards further profile through their local constituents. Through social media – Face Book and Twitter "Droitwich Cops" also provides information and updates on local policing matters.

It was updated that regular reports to Council were now being focused towards specific areas of criminal activity rather than covering all local crime. To this effect vehicle crime was highlighted as having been a diminishing problem but had started to become

more prolific again. The trend involves individuals trying vehicle door handles to gain unauthorised access leading to the theft of contents and personal possessions. The incidents are mostly opportunist and do not usually involve forced entry, damage or breaking into locked vehicles. Police advice is to remain vigilant, ensure vehicles are securely locked when unattended and to minimise stowage and valuables being left on show.

A recent success involved the conviction of a persistent local offender named Jack Rowley. This individual has numerous convictions for antisocial behaviour and was apprehended following a serious offence in March 2018 involving robbery of a dwelling and possession of an offensive weapon. This in turn has led to a criminal behaviour order being served and custodial sentence.

Theft from retail stores continues to be a problem in Droitwich Spa. This mainly involves persons from Kidderminster and Worcester travelling in to the Town by train to commit offences. The CSO Team are using Criminal Behaviour Orders as a deterrent and to exclude known offenders from Droitwich Spa.

Through the spring into summer antisocial behaviour by groups of youths congregating in the public park areas has risen. Affected areas include Lido Park, Vines Park and St Peters Field. Members of the public are encouraged to report incidents as and when they take place to enable a greater chance for the Police to react promptly and apprehend the main culprits. Follow up and identification of individuals is more difficult when incidents are reported retrospectively or through third party referrals. Analysis of CCTV in the town is also helping to identify those responsible and involved in the antisocial behaviour.

The West Mercia Safer Roads Partnership have recently undertaken some speed enforcement measures on Primsland Way. This follows complaints raised by residents about speeding motorists and further verification from data gathering exercises.

To conclude Sergeant Kent updated that the Safer Neighbourhood Team are actively engaged with public relations for the Community through attending many public events and fixtures during the busy summer season. Subject to availability the team are pleased to support community functions and any invitations should be sent in directly by email.

Councillors GR Brookes mentioned that with regard to speeding concerns on Primsland Way, the County Council Highways Department were looking at options for a traffic light controlled pedestrian crossing point. The Mayor asked that Tagwell Road also be considered for speeding enforcement measures similar to Primsland Way because this road was also a hot spot for which a VAS had been deployed to help combat for some time. Councillor RP Hopkins mentioned similar problems with speeding and challenges for vulnerable persons crossing the road in the area of Westwood Road and Park Way. Sergeant Kent acknowledged the concerns and explained that the speed prevention measures were subject to initial viability checks through the WCC Highways Department. Options may also include physical infrastructure and road engineering as well as enforcement and VAS deterrents. With this regard the funding opportunity through the Office of the Police & Crime Commissioner was mentioned as a possible means of additional support.

The Mayor thanked Sergeant Kent for her informative report.

51 HIGH SCHOOL – UPDATE FROM HEAD GIRL AND HEAD BOY

Katie Bowen, Head Girl and Ben Daniels, Head Boy were welcomed to the meeting. Katie explained that she maintained the Chairmanship of the Youth Council and would introduce two new members of Youth Council to give their update later in the meeting. Katie and Ben advised of:

- The biggest High School project they were currently involved with is the rebranding and renaming of the 5 School Houses system. This includes student leading ideas and assemblies as well as the potential for a lasting legacy at the High School.
- Year 9 had recently won the County Football Cup for the second successive year beating St Augustine’s School 3- 1 in a match at Bromsgrove High School. This now achieved the entry criteria to participate in the National Competition.
- A recent speaker visiting the High School had been the distinguished Mr Arthur Snell formally of the Commonwealth and Foreign Offices. His visit and talk was reported as having been very inspirational for students.
- The forthcoming “Droitwich Sings Event” takes place at Worcester Cathedral on 25th June 2019.
- Year 8 students have been undertaking Charity work with the Kenyan Partner School recently. This includes hosting a delegation from the school in Kenya who are currently visiting the UK including Droitwich Spa.

Councillor AM Sinton congratulated Katie and Ben on their achievements and thanked them for their informative report.

52 YOUTH COUNCIL – UPDATE FROM YOUTH COUNCILLORS

Katie Bowen introduced sisters Rochelle and Olivia Harris as the new members of Youth Council presenting their report to Councillors. The Mayor welcomed Rochelle and Olivia. It was reported on

- That plans are progressing for a second “Big Switch off Event “, this time to encourage many local businesses to participate during October 2019. The inaugural “Big Switch off” had taken place in April as previously reported and had been successful in profiling the campaign to save energy by turning off mobile devices including smart phones, i-pads, and computer lap tops during the day.
- The “Droitwich Sings Event” at Worcester Cathedral takes place on 25th June 2019 and will include participants representing First, Middle and the High School from Droitwich Spa.
- An interesting project recently in Redditch has been the painting of underpasses and bus shelters in modern day motif and street art styles. It is hoped that a similar approach may be taken in Droitwich Spa following some of these ideas. This would smarten up the town infrastructure and certainly put smiles on the faces of students using the local routes on their way to and from school.
- The indoor cinema project is developing and it is hoped to coincide this with the intake for the new school year during September 2019.

Councillor RJ Morris proposed a vote of thanks for Rochelle and Olivia for their excellent work and report.

The Mayor stated that Rochelle, Olivia, Katie and Ben all represented an excellent example of the talented youth of Droitwich Spa. He thanked them for attending and congratulated all on providing quality reports this evening.

53 NEIGHBOURHOOD PLANNING GROUP – UPDATE REPORT

The Mayor made reference to the Agenda and the Town Clerk read out the accompanying points. To note that,

- Consideration about the option of resurrecting the Neighbourhood Plan project continues including 3 new Councillors & DSTC Officers attending the Wychavon District Council Parish Conference on 13 June 2019, which has a component overview on Neighbourhood Planning.
- Active Membership of the Neighbourhood Plan Group is currently diminished. Councillors interested in becoming involved & working on the project are encouraged to approach the Group directly.
- More informed consideration is anticipated at either the September & December 2019 Full Council Meetings to accord with continuing to review available options, costs forecasting, budget provision estimates and overall gauging of robust deliverability.

Councillor AM Sinton made reference to the anticipated revisions statement for the South Worcestershire Development which is anticipated during November 2019. This report is important in the context of further consideration for resurrection of a Neighbourhood Plan project together with other options. It was stated that the SWDP review will include many issues including an indicative new housing forecast for the Wychavon District allocation. To date this total is provisionally forecast to be approximately 14,500 new homes although the actual allocation for Droitwich Spa is not known at this stage. Councillor Sinton reiterated that any Councillors wishing to join the NHP working group and actively participate are encouraged to contact the Group Members. He added that he understood that Councillor A Humphries had recently expressed an interest in participating with the NHP Group.

Councillor AH Laird advised on caution because the first attempt with the Neighbourhood Plan project had created an unsustainable amount of work for the Town Clerk and Office. The Mayor acknowledged this point and confirmed it was noted along with other lessons to be learned from the first and unsuccessful Neighbourhood Plan Project attempt which was suspended from September 2018.

RESOLVED That the information was noted.

54 MINUTES OF THE COMMITTEE MEETINGS FOR PLANNING , COMMUNITY & AMENITIES AND RESOURCES HELD ON 10 JUNE 2019

RESOLVED That the minutes of the Meetings of the Planning, Community & Amenities and Resources Committees held on 10 June 2019 be approved and adopted.

55 TO RECEIVE AND APPROVE THE TOWN COUNCIL'S ANNUAL GOVERNANCE STATEMENT MADE AS PART OF THE ANNUAL RETURN REPORT FOR YEAR ENDED 31 MARCH 2019

As recommended by the Resources Committee at its meeting on 10 June 2019 (Minute No 40 refers), Council considered the approval of the Annual Governance Statement within the Annual Return report for the year ended 31 March 2019.

RESOLVED That the Annual Governance Statement made as part of the Annual Return Report for the year ended 31 March 2019 be accepted and

approved.

56 TO RECEIVE AND APPROVE THE TOWN COUNCIL'S ACCOUNTS AND ANNUAL RETURN REPORT FOR YEAR ENDED 31 MARCH 2019

As recommended by the Resources Committee at its meeting on 10 June 2019 (Minute No 41 refers), Council considered the approval of the Town Council's accounts for the year ended 31 March 2019 and the Annual Return report for the year ended 31 March 2019.

RESOLVED That the accounts for the year ended 31 March 2019 and Annual Return Report for the year ended 31 March 2019, be accepted and approved.

57 WYCHAVON DISTRICT COUNCIL- COMMUNITY LEGACY FUNDING

To receive the following presentations conducive towards consideration for an agreement in principle to support and collate formal applications to Wychavon. The Town Council is permitted to support two applications for the competitive bidding process this year.

- Droitwich Spa High School- Community Classroom Build Project

The Mayor welcomed Mrs Jo Moseley (Assistant Head Teacher- Inclusion & SEND) & Mr Paul Buckell (Head of Inclusion) to the meeting. The attached slides were presented by Mrs Moseley and Mr Buckell using the power point format. The Mayor thanked Mrs Moseley and Mr Buckell for their presentation. Various questions and opinions were raised by Members as follows.

Councillor RJ Morris raised whether a system for community access to the proposed facility had been considered for during and outside school hours and which accorded with safeguarding principles for the school and campus as a whole. Mrs Moseley confirmed that governance would be maintained by a key holder controlled system with a signing in process for managed and supervised access at all times. The Town Clerk further explained that open access for the Community had been raised as an important funding criteria aspect when the proposal in principal had been referred to David Manning (Community Programmes Manager, Strategy & Communications, Wychavon District Council) for guidance and support. The Town Clerk confirmed that David had provided valuable feedback on this point and other connected matters which it was hoped could be worked on in the context of presenting the final vision for the project as part of a formal Community Legacy Application. It was further reported that subject to Council approval to proceed with an application this evening, David Manning had recommended that an expression of interest (Part 1 application) be submitted at an early opportunity to Wychavon District Council to enable an informed decision be made towards an invitation to proceed with the full application (part 2). The Town Clerk explained that a collaborative approach could be taken forward with the High School delegation for both parts of the application process.

Councillor RG Beale asked whether pupils subject to exclusion would be able to access and use the proposed Community Classroom facilities. Mrs Moseley explained that the project was really designed to support those pupils at risk of exclusion by offering alternative and early interventions, including reduced and varying timetable options. These interventions were envisaged before any potential exclusion scenario

was reached. Those pupils affected by exclusion do then have a bespoke process for rehabilitation back into the education process which was not one of the proposed functions of the Community Class room project. Councillor RJ Morris mentioned links with the West Project initiatives and in particular the recent successful acquisition of £360,000.00 from the National Lottery Communities Fund by the Droitwich Council for Voluntary Services to help and support young people on the Westlands Estate.. Councillor Morris mentioned that some of the proposed activities for the Community Classroom were of a similar nature to those anticipated by CVS and the ventures should link and collaborate well for the benefit of the larger West Community.

Councillor AM Sinton advised that the Community Classroom proposal had first been referred through Councillor Bradley Thomas, Leader of Wychavon District Council and Mr Matt Nichol. Councillor Sinton also expressed the opinion that the issues described within the presentation are important challenges which are indicative as to how parts of the Town struggles at times.

- Norbury Theatre- Friar Street Cultural Arts Zone project

Representatives from the Norbury Theatre did not attend to present or support their project due to production rehearsal obligations. Councillor RJ Morris and Councillor AM Sinton explained the attached three slides which were viewed using the power point format.

Councillor Morris explained that they had visited the Norbury Theatre on 3 June 2019 from which the concept of the project originates. The project vision is for the Theatre to open an access on to Friar Street to help with visual and public profile. The further aim is to make Friar Street into a cultural hub for Droitwich Spa, including a new Theatre entrance and foyer, café and licensed bar facilities. It was reported that the Theatre do need permission from their landlord to proceed and an agreement in principle to support a Community Legacy approach to Wychavon District Council was the desired outcome to enable dialogue with the land lord to commence.

Councillor Morris explained further that the project was ambitious and currently in the preliminary concept stages which may be prohibitive to achieving progress within the current “Year 2” Community Legacy Fund timescales .Further consideration and progress to application stages were suggested to be more realistic for “Year 3” of the scheme anticipated during the next Municipal Year.

RESOLVED -That the Droitwich Spa High School , Community Classroom Project be supported with an agreement to collaborate & proceed with a full Community Legacy Scheme funding application to Wychavon District Council for the current Year 2 Fund allocation.

That the provisional Norbury Theatre, Friar Street, Cultural & Arts Zone project concept be noted. An agreement in principle to proceed with an application to Wychavon District Council for consideration towards Community Legacy Scheme funding in due course. Subject to landlords permission being granted and scheme deliverability.

58 REPRESENTATION ON OTHER BODIES

1. Pursuant to Minute Number 7 of the Annual Council Meeting held on 13 May 2019 the representation for the Droitwich Spa Council for Coventry Homes Charity and Fair Trade Organisation remained undecided with a deferred decision. With this regard the following points were considered.
 - Coventry Homes Charity – To consider correspondence received from Thursfields Solicitors dated 25 March 2019 & acknowledged by the Town Clerk on 26 March 2019. Councillor GR Brookes explained that the Coventry Charity originated in 1688 and the Governing Document had last been updated in 1971. The approach from Thursfields Solicitors was part of a wider process whereby the legal formalities were progressing to accord with ensuring conformity with current Legislation. To this effect the number of Trustees is proposed to reduce from 17 to 8 with no further provision required for a designated Town Council Trustee to be nominated. The nominated Trustee arrangement had been continuous since transfer from the former Borough Council era in the 1970,s. The proposed changes would not be prohibitive towards Town Councillors becoming a Trustee in their own individual capacity should they desire to do so in the future and when suitable vacancies arise with the Coventry Charity Community Interest Company. It was noted that Councillor GR Brookes had declared an interest in this agenda item at the start of the meeting in his capacity as Chairman of the Trustees of the Coventry Charity. To this effect Councillor Brookes abstained from taking part in the vote and resolution. Councillor RP Hopkins also abstained from the decision making.
 - Fair Trade Organisation- Previous Town Council representation was former Councillor Mrs Sital Harris. The Mayor asked for a volunteer amongst the Elected Members present to be the new nominated Town Council representative for the Droitwich Spa Fair Trade Group. Councillor RJ Morris urged fellow Councillors to support the Fair Trade Group through representation and towards maintaining Droitwich Spa status as an established “Fair Trade Town”. Councillor NR Griffiths put himself forward. The Town Clerk confirmed that he would provide suitable background information and contacts for the Fair Trade Group to assist Councillor Griffiths.

RESOLVED To conform with the request from Thursfields Solicitors dated 25 March 2019.

That Councillor NR Griffiths be the nominated Town Council representative
for the Droitwich Spa Fair Trade Group, this Municipal Year 2019/2020.

59 POLICE AND CRIME COMMISSIONER FOR WEST MERCIA-TOWN & PARISH SURVEY 2019

The Town Clerk updated to note that the survey link and accompanying letter was sent to all Councillors electronically on 9 May 2019 for consideration. It was explained that one collective response is requested to be submitted by each Council by the deadline of 11 August 2019. Officer’s recommendation is for all comment and input to be submitted to the Town Clerk separately in order to collate the Town Council collective response by 1 August 2019.

Councillor RP Hopkins notified that he had difficulty accessing the questionnaire through the link. The Town Clerk replied that the information had been forwarded as presented from the Office of The Police and Crime Commissioner for West Mercia. Other Members confirmed that they had been able to access the link and questionnaire without any

problems. The Town Clerk confirmed that the information had been sent to Councillors on two occasions -9 May 2019 and as a component of the agenda papers for this meeting on 10 June 2019.

RESOLVED That the information was noted.

60 COUNTY COUNCIL MATTERS

Councillor GR Brookes reported on County Council matters including,

- That he was very honoured to be chosen as Vice Chairman of the County Council this year and that he was enjoying active participation in various engagements.
- The Worcestershire Passenger Transport Strategy consultation was currently accessible through the County Council website to enable and encourage residents to express their feedback, opinions and views on connected matters.
- That he had recently been involved in a Citizenship Ceremony administered by the County Registrar with the Deputy Lord Lieutenant for Worcestershire officiating. This formal ceremony involved persons wishing to take British Citizenship declaring a formal oath of allegiance to Her Majesty the Queen. Councillor Brookes advised that the occasion had been very interesting and impressive. Fellow Councillors were urged to consider this protocol should they be aware of any constituents wishing to apply for British Citizenship status.
- Reference was made to the agenda item 16 (a) for a Local Authority Governor Nomination request. To consider a request received by Councillor Brookes from Debbie Crosk, Clerk to the Governors at Witton Middle School dated 15 May 2019. Councillor Brookes explained that persons interested in the position need not be an elected member but should have a desire and interest to get actively involved with the Witton Middle School and their local Community. Any persons interested were encouraged to speak with Councillor Brookes or the Town Clerk to be referred forward to the School.

Councillor RJ Morris reported on County Council matters including,

- That the Worcestershire Children's Trust is being set up from October 2019 to take forward Children's Services.
- Several road closure and diversion orders are anticipated for the local area through the summer. These are to enable a programme of resurfacing and road improvement works. It is hoped that any disruption attributed will be minimal and shorter term.

RESOLVED That the information was noted.

61 WYCHAVON DISTRICT COUNCIL MATTERS

Councillor AM Sinton reported on District Council matters including,

- That an important personal aim as an elected Wychavon District Councillor and Leader of Droitwich Spa Town Council is to help improve relations between both Authorities. A step conducive to achieving this will be the next "Droitwich Matters" meeting forum which takes place on 8 July 2019 at Wychavon District Council in Pershore. A further report will be provided thereafter.
- Appreciation was expressed to Councillor J Grady and Councillor RJ Morris for their support in facilitating the public consultation meeting which took place at the Sacred Heart Hall on 11 June 2019 for matters attributed with the Pulley Lane and Yew Tree housing developments. It was reported that it had been a difficult meeting with some strong opinions expressed. Moving forward it is hoped that

continued dialogue will help to mitigate many of the problems being encountered by residents which originate from these ongoing development sites. Councillor RJ Morris added that there was still an ongoing problem with the traffic delays and timings of temporary traffic lights for this programme of works on the A38 Worcester Road at Copcut which he had escalated for a solution to be reached. Councillor GR Brookes reiterated the expression of thanks to Councillor J Grady and Councillor RJ Morris.

- A meeting for the Town Master Plan by the Town Panel takes place on 10th July 2019 at Wychavon District Council in Pershore .

62 BANDS IN THE PARK PROGRAMME 2019

To note the Meet & Greet Schedule for welcoming and announcing the Bands on behalf of the Town Council [*previously circulated*]. Residents have reiterated their requests for Local Councillors to participate.

RESOLVED That the information was noted.

63 ACCOUNTS FOR PAYMENT

Creditor Payments were presented to the Council.

Councillor RP Hopkins asked what he cheque number 11534 payable to the Droitwich Waterways (Pamela May) Trust for £9715.00 (New Homes Bonus) was for? The Town Clerk explained that this was component New Homes Bonus scheme funding towards their project to commission the replacement “Pamela May 2” electric powered canal boat as previously reported.

Councillor AH Laird updated that the Trust were very grateful for the Town Council and Wychavon District Council support in securing this funding contribution. An invitation would shortly be prepared and sent to all Councillors for a trip on the canal to enable the Elected Members to experience the new boat in operation including all of the new features.

RESOLVED That the statement of accounts for payment be received and the expenditure totalling £ 13,953.65 as now appended be approved and duly passed for payment.

The meeting ended at 7.30pm.

Chairman of Council -----
23 September 2019

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