

# Droitwich Spa Town Council

St Richard's House  
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WR9 8DS

Telephone: 01905 774258

20 September 2021

You are hereby summoned to a Meeting of Droitwich Spa Town Council to be held in the Community Hall, Heritage Way, Droitwich Spa, Worcestershire on Monday 27 September 2021 at 6.00pm.



Mark Keld  
Town Clerk

## **PUBLIC SESSION**

Members of the public are invited to attend the Meeting. Time is set aside at 5.45pm before the start of the Committee meetings to receive any questions about items on this agenda, or raise issues for future consideration. Notification of any requests should be lodged with the Town Clerk by 1pm that same day at the latest. Members of the public may not take part in the Council Meeting. Due to ongoing Covid 19 precautions the numbers of attendees may be limited because of space constraints.

## **AGENDA**

1. Apologies
2. Declarations of interests
3. To confirm as a correct record the Minutes of the Meeting of Council held on 21 June 2021.*[enclosed]*
4. To confirm as a correct record the Minutes of the Extra – ordinary Meeting of Council held on 13 September 2021.*[enclosed]*
5. MAYOR'S ANNOUNCEMENTS.
6. POLICING IN DROITWICH SPA – Update to be provided from Sergeant Sarah Kent.
7. HIGH SCHOOL UPDATE- Where available to be presented by the newly appointed Head Boy & Head Girl. Alternatively the report can be updated by the Town Clerk.
8. YOUTH COUNCIL UPDATE - Where available to be presented by representatives of the Youth Council. Alternatively the report can be updated by Councillor RJ Morris or the Town Clerk.

9. To receive and consider the Minutes of the under-mentioned meetings:-

1. Planning Committee – 26 July 2021 [*previously circulated*]
2. Resources Committee – 26 July 2021 [*enclosed*]
3. Planning Committee – 13 September 2021 [*enclosed*]
4. Community & Amenities Committee – 13 September 2021 [*enclosed*]

10. ANNUAL GOVERNANCE STATEMENT & ANNUAL ACCOUNTS FOR YEAR ENDED 31 MARCH 2021.

To confirm that pursuant to minute references 41 & 42 of the meeting of Full Council that took place on 21 June 2021 the sign off and approval opinion from the External Auditor has now been received. There were no actions, issues or recommendations arising. The notice and documents are now displayed which includes being appended on the Town Council website to accord with procedures. The confirmed AGAR document is attached for information.

[*for information*]

11. WYCHAVON DISTRICT COUNCIL COMMUNITY LEGACY FUNDING

To confirm the following project updates [*for information*]

- (a) Edition Two – Droitwich Spa High School, Community Cabin. The final remaining stage of the project was the Official Opening Ceremony and Reception. This took place on Thursday 2 September 2021 and the Deputy Mayor – Councillor G Duffy officiated.
- (b) Edition Three – Droitwich Spa Augmented Reality Heritage Trail App. The App and the supporting “This is Droitwich“ promotional video were launched on Friday 27 August 2021. The Mayor - Councillor WD Moy presided over the reception at St Richards House which was well attended. BBC Midlands Today TV featured the video including interview footage with Actor – Mr Joe Chambers and Heritage Manager- Mrs Sarah Davies and references to the App. The broadcast went out on Monday 6 September and is estimated to have achieved a viewer’s reach of approximately 2.5 million people across the Region. From launch and in response to user feedback some fine tuning and further enhancement of the APP is ongoing in consultation with Mr Paul Matthews – Service Provider. The final third payment draw down and full sign off is anticipated later in October. A schedule of School Visits and Assemblies is being arranged by the Heritage Team with Joe Chambers to profile the App, Video and overall Heritage Centre offering into October. A business launch event to introduce the App and Video to the local staycation and tourism sector is being planned for later in the autumn.
- (c) Edition Three –Droitwich Spa Community Football Club Pavilion as part of the King George Playing Fields, Ground Fund Project. The Pavilion aspect is now aligned within the main site development schedule. Work is being undertaken by a single leading National Contractor commissioned through Wychavon District Council. The work on site commenced at the end of August and anticipated completion is spring 2022. The existing pavilion and out building have been scheduled for demolition and site clearance in readiness for the new build beginning late September. Further updates will follow through regular liaison with key stakeholders at the Football Club and Wychavon District Council.

## 12. THE COMMUNITY PANTRY FOOD BANK

To acknowledge receipt of an enquiry and two proposals for support options using the Community Hall facilities from Mr Richard Whittall on behalf of the Community Pantry Food Bank. Supporting information is attached as presented & received. The scope and options for supporting the Community Pantry are being taken forward by Wychavon District Council over recent months. An initial feasibility site meeting took place at the Community Hall premises on 12<sup>th</sup> August 2021 attended by Wychavon District Council Officers, representatives of the Community Pantry and the Town Clerk.

Consideration for options to support the Community Pantry in the Town are ongoing and being coordinated through WDC. Further consideration towards feasibility and scope is recommended to be delegated through the Community & Amenities Committee with representation from all of the key stakeholders involved [*details attached for information- as received*].

## 13. TOKYO OLYMPICS & PARALYMPICS MEDAL WINNERS 2021.

Following the tremendous achievements of local swimming participants at this summer's Tokyo Games to consider appropriate & befitting recognition through Droitwich Spa Town Council. The medal winners linked to Droitwich Spa are,

- Matthew Richards – Gold Medal Winner – Men's 4 x 200 metre freestyle relay.
- Rebecca Redfern- Silver Medal Winner – Women's 100 metre breaststroke SB13.

## 14. THE PLATINUM JUBILEE - THE QUEEN'S GREEN CANOPY

To be advised of the above initiative and attached communication received from Lt Col Patrick Holcroft LVO OBE – Lord – Lieutenant of Worcestershire. The acknowledgement response from the Town Council Office is also attached.

To consider any suggestions for supporting the Queen's Green Canopy project locally as a component of the Platinum Jubilee arrangements already being taken forward for June 2022. These matters can be delegated through the Community & Amenities Committee as appropriate.

## 15. THE PLATINUM JUBILEE – LIGHT A BEACON CAMPAIGN

Pursuant to the latest CALC & NALC bulletin (edition 21-15) circulated to Members on 10 September 2021, the following extract from the Nalc Chairman's update refers to suggestions for lighting a beacon to celebrate the Queen's Platinum Jubilee next year.

“Local councils have been asked to play a part in the Queen's Platinum Jubilee by lighting beacons on 2 June 2022. I know for many years local councils have lit beacons as part of their celebrations for other national events, and I would encourage you to get involved – find out more, including a guide to taking part” [*link and attachment provided with Calc bulletin 21-15 for information*].

## 16. WEST PROJECT AND BEYOND – PEDESTRIAN UNDERPASS IMPROVEMENTS

- (a) To note that two further Project Reference Group Meetings have taken place on 22 July 2021 and 22 September 2021. WDC and the Project Consultant are leading with Artists being commissioned to finalise the public art and design for the murals. Discussions are taking place with WCC Highways & Street Lighting to address surface and drainage aspects, as well as the fitting of LED Lighting. The works schedule for the wider project commences through the autumn with provisionally three underpasses in the West as phase one. It is anticipated that the Station and the 2 Ombersley Way underpasses which are the Town Council funded component of the project will proceed in phase 2 or 3 next spring.
- (b) Final confirmation of approval to allocate the remaining balance of the New Homes Bonus fund (£13,356) for the project from Wychavon District Council is attached. This follows formal authorisation by the Wychavon Executive Board on 28 July 2021.

17. COUNTY COUNCIL MATTERS- To receive reports on County Council matters [*if appropriate*]

18. DISTRICT COUNCIL MATTERS – To receive reports on District Council matters [*if appropriate*]

## 19. MEETING ARRANGEMENTS AND ONGOING RESTRICTIONS

To confirm that whilst restrictions are currently lifted since July 2021 the National situation regarding Covid 19 continues to be closely monitored. This position is likely to remain fluid for the coming months and especially because of the onset of autumn & winter with additional seasonal challenges for the Health Service. All Town Council and Committee meetings will remain at the Community Hall for the shorter term in order to enable reasonable precautions, greater spacing and ventilation. Adherence to Government guidance will continue to be maintained at all times. It is hoped to return to the Council Chamber at St Richards House as soon as the pandemic situation improves. The option remains to use Zoom /Teams for virtual discussions, although these are currently prohibited for use for any decision making Council Meetings [*for information*].

## 20. LAND HOLDING – KIDDERMINSTER ROAD-

To confirm that pursuant to minute reference 51 of the meeting of Full Council held on 21 June 2021 that GJS Dillon – Commercial Property Consultants has now been instructed to advise on a sales and marketing strategy for the Kidderminster Road land. Their advice recommends an associated professional Planning Report covering the feasibility of developing the land and an access statement. This aspect is currently being taken forward by Avon Planning Services. Further updates will be provided in due course [*for information.*]

21. ACCOUNTS FOR PAYMENT [*details attached*]

### **Distribution:**

All Members of the Town Council

Agenda for Information to:

County & District Councillors for Droitwich Spa

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