

Droitwich Spa Town Council

MINUTES of the meeting of the COMMUNITY AND AMENITIES COMMITTEE held at the Community Hall on Monday 28th February 2022 at 18.48 pm.

PRESENT: Councillor Mrs C Bowden (Chairman)
Councillor RJ Morris
Councillor WT Moy (Ex- officio)
Councillor EJ Bowden
Councillor Mrs K Fellows
Councillor AH Laird
Councillor C Murray

NON-MEMBERS PRESENT: Councillors GR Brookes, G Duffy, J Grady and RP Hopkins.

APOLOGIES FOR ABSENCE: Councillors RG Beale, DM Craigie, NR Griffiths, A Humphries and AM Sinton.

PUBLIC QUESTIONS

There were none received

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261. DECLARATIONS OF INTERESTS

Councillor RJ Morris registered a non – pecuniary interest in Agenda Item 12 (Community Public Access Defibrillators) for the reason that he knows the organiser of the charity.

262. TO CONFIRM THE MINUTES OF THE MEETING OF THE COMMUNITY & AMENITIES COMMITTEE HELD ON 17TH JANUARY 2022

RESOLVED That the Minutes of the Meeting of the Community & Amenities Committee held on 17 January 2022 be confirmed as a correct record.

263. BANDS IN THE PARK PROGRAMME

The Committee were updated how, following two years without the programme it was anticipated that a full summer of Bands would be able to perform in 2022. The dates set were from 15 May 2022 – 4 September 2022, with many dates filled already.

RESOLVED That the information was noted.

264. COMMUNITY & AMENITIES GRANTS 2022/2023

To Committee were informed that a grant application had recently been received from the St Richards Canal Festival Organising Committee for their Event which takes place from 29 April until 2 May. To enable the grant to be considered from the start of the new Municipal Period and to meet the event timescales, an additional Appraisal Panel Meeting has been arranged by Zoom for 4 April and an extra Community & Amenities Committee meeting on 11th April for the recommendations arising.

RESOLVED That the information was noted.

265. TOWN MEETING 2022

The Town Clerk updated the Committee regarding the postponement of the Town Meeting 2022. To accord with protocol the Town Meeting would take place at 6.00pm on Monday 9th May 2022 at the Community Hall. There will be a short break after the meeting prior to commencement of the Annual Council /AGM / Mayor making meeting, anticipated to start at 7.15pm. The schedule of meetings is being duly updated and the requisite agendas will follow nearer to the time. There will be no formal reception after the Annual Council meeting this year due to the capacity of both arrangements being coordinated on the same evening this year

RESOLVED That the information was noted.

266. PLATINUM JUBILEE CELEBRATIONS

The Councillors were updated how the arrangements for the Community Event scheduled for Saturday 4 June 2022 were progressing well. The draft entertainment programme including schools, choirs, performing arts and commissioned artists was now taking shape. It is anticipated that the final version will be ready for publication to start April.

The delegated Steering Committee were due to meet on 2 March and a full report will be provided at the additional scheduled Community & Amenities Meeting on 11th April 2022

Cllr RJ Morris informed the Committee that there was an additional grant that could be applied for from Wychavon District Council for the Jubilee Event.

RESOLVED That the information was noted and that the Town Council Officers would look in to the additional grant funding.

267. PLATINUM JUBILEE BEACON

It was reported that following previous updates arrangements have now been confirmed with Dodderhill Church and the Town Crier for an illuminated beacon as part of the National Network to mark the Queens Platinum Jubilee at 9.45pm on Thursday 2 June 2022. The Royal British Legion (Droitwich Spa) branch have generously offered to finance and provide the arrangements for a piper accompaniment for the Beacon.

RESOLVED That the information was noted.

268. PLATINUM JUBILEE PLANTING

The Committee were updated by the Town Clerk that following previous updates the estimate options have been obtained from the Town Council contractors for Spring Meadow. Consideration of the preferred options were required promptly in order to enable timescales to be coordinated with the Jubilee dates in June. To confirm that Councillor GR Brookes had generously allocated a value of £7,220.00 from his County Divisional Funding 2021/2022 for consideration towards this project and the emerging proposals for second floor office space at St Richards House. This funding value has been received on 8 February and is currently held as a miscellaneous pending value, prior to full alignment within the Town Council budgets, project finances and a decision towards the split for allocation of the two purposes.

Spring Meadow Planting Estimate – Three options with the inclusion of two ornamental trees to incorporate the Queens Green Canopy initiative.

- (a) 2x triangular single layer railway sleeper beds approximately 6m² each next to the path at the entrance to the park on opposite the care home (Mulberry Tree Hill). £3760 +VAT
- (b) Install 1x flower bed approximately 9m² into area next to park entrance (Off Primsland Way) reshaping bund area to incorporate bed. £3340 +VAT
- (c) Install Half Moon flower bed to grassed area adjacent to road (Off Primsland Way) as discussed approximately 9m². £2700 + VAT.

In addition,

Spring Meadow/ Door Step Green – Replacement signage and fixings for the three main entrance aspects incorporating the Town Council Crest and the Official Platinum Jubilee 2022 Motif = approximately £1500.00 + VAT.

- RESOLVED
1. That the Committee voted for option (b) to install 1x flower bed approximately 9m² into area next to park entrance (Off Primsland Way) reshaping bund area to incorporate bed. £3340 +VAT.
 2. That the replacement signage would be paid for from the Town Council Budget for Landholdings.
 3. That the remainder of the divisional fund spending would be decided at a later date

269. ARBOREAL WORKS – Copcut & Spring Meadow

To confirm that various arboreal works affecting neighbouring property boundary walls and gardens adjacent Spring Meadow (Arkle Road) and Copcut Park (Wye Close) instructed in November 2021 had been completed on 12 February 2022

RESOLVED That the information was noted.

270. ALLOTMENT ASSOCIATION MEETING

The Committee were informed that a meeting had taken place on 14 February 2022 between representatives of the Droitwich Spa Allotment Association branch and Town Council Officers. Various agenda items pertinent to the allotment sites and tenancies were discussed including the following points:

- (a) Suggested updating and a review of the general DSTC Terms and Conditions of Tenancy for the allotment sites. This will be given further consideration towards a draft amended version being presented at a forthcoming Community & Amenities Committee meeting later in the year.
- (b) Notification of the changes to the tenancy rental tariff to accord with the estimates, budgets and precept setting from January 2022 (effective April 2022).
- (c) Maintaining the arrangement whereby the Association subscriptions are collected as part of the annual tenancy invoicing by the Town Council. This helps the Association and fully accords with GDPR principles in safeguarding tenants personal contact details.

RESOLVED That the information was noted.

271. COMMUNITY PUBLIC ACCESS DEFIBRILLATORS (CPAD'S)

The Committee were advised that a request had been received through email dated 17 February 2022 by the Town Council from Mr Peter Richards. The enquiry requested consideration in principle towards whether the Town Council would adopt the current provision of approximately 50 operational CPAD's throughout Droitwich Spa. An acknowledgement has been sent to Mr Richards with an accompanying request for further information. Full details are required in order to make further informed consideration covering the following points. Further updates will be provided following receipt of the requested information.

- (a) Location specifics including land ownership status.
- (b) Insurable asset value which will need to be considered by the Insurance provider.
- (c) Existing and future maintenance and inspection regime standards, including costs in order to maintain full operational support of the CPAD's in place.
- (d) Any comparison and/or precedent arrangements with other Towns and Parishes for similar proposals.
- (e) Scope for any wider stakeholder and Community involvement or collaboration including within the Health and Emergency Service Sectors.

The Town Clerk updated that he had had dialogue with Mr Richard's following the initial request. It was reported that they currently needed help with approximately 20-25 CPAD's that were not always maintained or the contract had ended with their adopted business hosts. Further information is in the course of being collated including referrals to the Town Council Insurer, Health Care professionals and a registered electrical services provider for their opinions and guidance. To help with practicalities including cost estimation and liabilities extent a more specific description of the proposal is to be requested from Mr Richards. This should include the specific location, user status and any current property hosting arrangements for the preferred equipment which is being recommended for adoption through DSTC. Thereafter a more tangible update will be provided at a forthcoming meeting of the Community & Amenities Committee to support further informed consideration for the request.

RESOLVED That the information was noted. Updates to be provided in due course to enable further consideration.

The meeting concluded at 19.21 pm

Chairman of Committee
11 April 2022

Chairman of Council
25 April 2022