

Droitwich Spa Town Council

St Richard's House
Victoria Square
Droitwich Spa
Worcs
WR9 8DS

27 April 2021

Telephone: 01905 774258

You are hereby summoned to attend the **ANNUAL MEETING** of **DROITWICH SPA TOWN COUNCIL** to be held using the Zoom Virtual Meeting facility on Tuesday 4 May 2021 at 6.00pm for the business as set out in the Agenda below.

The remote meeting format is a special temporary contingency measure due to the Covid 19 Pandemic. As such the log in details will be available & notified to Elected Members by Town Council Officers through a separate email earlier on the day of the meeting. Members of the public wishing to join the meeting should contact the Town Council Office between the times of 9.00am and 1.00pm on the day of the meeting in order to be notified of the log in details. The meeting will be recorded for monitoring purposes.



Mark Keld
Town Clerk

AGENDA

1. Apologies
2. To elect the Town Mayor for the ensuing year
3. To receive the Town Mayor's declaration of acceptance of office
4. To elect the Deputy Town Mayor for the ensuing year
5. To give a vote of thanks to the outgoing Deputy Town Mayor
6. To be advised of the Leadership of each political party on the Town Council
7. To appoint the Council's Standing Committees for the ensuing year together with the Chairmanship of each and their Working Parties and Panels (*list of current arrangements attached*)
8. To appoint Town Council representatives onto other bodies and organisations (*list of current arrangements attached*)
9. To adopt a Programme of Council and Committee meetings for 2021/2022 (*schedule of meetings attached*)
10. Communications from the Mayor (if any).

DROITWICH SPA TOWN COUNCIL

STANDING COMMITTEES

Planning Committee

2020/21

G Duffy - Chairman
G R Brookes – Vice-Chairman
G Beale
Mrs C Bowden
Mrs K Fellows
J Grady
R P Hopkins
A Humphries
Mayor (Ex officio)

Community & Amenities Committee

2020/21

Mrs C Bowden - Chairman
R J Morris – Vice-Chairman
E J Bowden
D M Craigie
Mrs K Fellows
N R Griffiths
A H Laird
C M Murray
Mayor (Ex officio)

Resources Committee

2020/21

A Humphries - Chairman
A M Sinton – Vice-Chairman
R G Beale
E J Bowden
G R Brookes
Mrs J Chaudry
D M Craigie
R P Hopkins
Mayor (Ex- officio)

SUB-COMMITTEES, WORKING PARTIES AND PANELS

GRANTS APPRAISAL PANEL (COMMUNITY & AMENITIES COMMITTEE)

2020/21

R J Morris – Chairman (V-Ch C&A)
Mrs C Bowden
E J Bowden
A H Laird
C M Murray
Mayor (Ex officio)

Representatives on Outside Bodies

<u>Organisation</u>	<u>Representatives 2020/21</u>
Droitwich Spa Arts Network & Arts for All	Cllr GA Duffy
Fair Trade Organisation (Droitwich Branch)	Cllr NR Griffiths
Droitwich Spa Area Young People's Action Group	Cllr RJ Morris
Youth Council	Cllr RJ Morris
Droitwich Spa Twinning Association (Voiron & Bad Ems)	Mayor (Ex Officio) as President
Neighbourhood Planning Volunteer Group (including responsibility for communication & liaison)	Cllr A Humphries
High School Community Cabin Management Committee	Cllrs DM Craigie & RP Hopkins
Friends of Droitwich Spa Railway Station	Cllr RJ Morris

DROITWICH SPA TOWN COUNCIL - CALENDAR OF MEETINGS 2021 – 2022

Town Council & Standing Committees meet on Mondays at 6pm in the Council Chamber
(except the Annual Meeting which is held in the Community Hall*)

The Town Meeting takes place at 7pm in the Community Hall**

Sub-Committees and Panels etc meet at times to suit.

Please note:

1. The Annual Accounts must be approved by Council by 30 June in each year.
2. Precept requests, and therefore the Financial Estimates for the following year, are now to be finalised by the end of January each year.

MAY 2021		JUNE 2021	
03	Bank Holiday	07	<i>Grants Appraisal Panel</i>
04	Annual Council*	14	Planning Committee
		14	Community & Amenities Committee
		14	Resources Committee
31	Bank Holiday	21	Council (<i>Annual Accounts</i>)
JULY 2021		AUGUST 2021	
05	Planning Committee	30	Bank Holiday
05	Community & Amenities Committee		
26	Planning Committee		
26	Resources Committee		
SEPTEMBER 2021		OCTOBER 2021	
06	<i>Grants Appraisal Panel</i>	11	Planning Committee
13	Planning Committee	11	Resources Committee
13	Community & Amenities Committee	25	<i>Grants Appraisal Panel [if required]</i>
27	Council		
NOVEMBER 2021		DECEMBER 2021	
08	Planning Committee	06	Planning Committee
08	Community & Amenities Committee	06	Resources Committee
		13	Council
JANUARY 2022		FEBRUARY 2022	
10	Planning Committee	07	Planning Committee
10	Community & Amenities Committee (<i>Budget Estimates and Precept</i>)	07	Resources Committee
10	Resources Committee (<i>Budget Estimates and Precept</i>)	28	Planning Committee
24	Council (<i>Budget Estimates and Precept</i>)	28	Community & Amenities Committee
		28	Resources Committee
MARCH 2022		APRIL 2022	
14	Town Meeting **	11	Planning Committee
		11	Resources Committee
		15	Bank Holiday
		18	Bank Holiday
		25	Council
MAY 2022		JUNE 2022	
02	Bank Holiday	02	Bank Holiday
09	Annual Council*	03	Bank Holiday
		06	<i>Grant Appraisal Panel</i>
		13	Planning Committee
		13	Community & Amenities Committee (<i>Sub-Cttee appointments etc</i>)
		13	Resources Committee
		20	Council (<i>Annual Accounts</i>)