

Droitwich Spa Town Council

NB Councillors - please have the Council's Estimates 2023/24 report circulated with the Agenda Papers available for this meeting.

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

10 January 2023

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You are hereby summoned to attend a meeting of the **RESOURCES COMMITTEE** to be held in the Council Chamber, St Richards House, Victoria Square, Droitwich Spa on Monday 16 January 2023 at 6.30pm or at the close of the meeting of the Community & Amenities Committee if later.



Mark Keld
Town Clerk

PUBLIC SESSION

Members of the public are invited to attend the Committee 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. Town Council Meetings are recorded for monitoring purposes.

1. Apologies for absence.
2. Declarations of Interests
3. To confirm as a correct record the Minutes of the meeting of the Committee held on 5th December 2022 in the Council Chamber, St Richards House. *[previously circulated]*
4. Budget and Estimates 2023/2024. To consider any recommendations made by the Community & Amenities Committee at its meeting on 16 January 2023 (to be held immediately prior to the Resources Committee's meeting). *[full report attached]*

5. Council's Estimates and Precept for 2023/2024. To consider the full report [*attached*] and the recommendations of the Community & Amenities Committee [*to be reported verbally as Agenda Item 4 above*] and to make recommendations upon the Council's Budget, Estimates & Precept for 2023/2024 to Council at its meeting on 23 January 2023. The deadline for receipt of the 2023/2024 final precept confirmation by Wychavon District Council is 27 January 2023. **If anyone has any queries on these please contact the Town Clerk and/or Office in advance of full consideration of the estimates.**
6. Land Holdings – To update the following.
 - (a) An approach has been received from Wychavon District Council through the shared services with Malvern Hills for the Town Council to consider acquisition of unregistered land adjacent to Lloyds Bank and Victoria Square, off St Andrews Road. The options are currently being fully investigated with MHDC and the Land Registry before an informed full update for consideration in due course. The enquiry is understood to be on an asset transfer proposal at this initial stage, subject to full agreement and all of the requisite arrangements being in place [*for information*].
 - (b) A further tentative enquiry has recently been received expressing sale option interest for the Land on Kidderminster Road adjacent to Berry Hill Industrial estate. As previously reported the Town Council maintains a long standing mandate to proceed to consider any options for sale of the unused land. An acknowledgement has been provided for the originator together with the request for a formal offer proposal to enable further informed consideration. Further details will be updated as matters progress [*for information*].
7. St Richards House – Central Heating Boiler. To consider the following proposal from Councillor WT Moy - Chairman of the Resources Committee.

“From the Financial Options report attached with the Draft Estimates, Budget and Precept 2023/2024 to consider a mandate to proceed with the replacement of the St Richards House Central Heating Boiler. This accords with sub sections (f) Town Council Assets/ Energy Sector for Premises / pages 6 & 7 of the Financial Report and overview of options. The existing boiler is 40 - 45 years old and the opportunity for replacement is now feasible after the isolation valves and heat distribution pump works completed in November 2021. The emerging energy sector position necessitates consideration to maximise efficiencies for gas consumption and maintain the statutory premises ownership responsibilities for the many users (including tenancies) of the public building. Replacement options to be delegated to Officers for further informed consideration by the Committee. Costings are likely to be subject to normal procurement arrangements and to be met from Reserves”.

8. Decarbonisation Advice & Review Reports as part of the Public Sector Energy Efficiency Programme (PEEP) – Pursuant to draft minute reference 161 of the Resources Committee meeting held on 10 October 2022 discussions have been taken forward with the Programme Manager for the Worcestershire County Council - Zero Carbon Ready Initiative, to look at the scope for grant funding availability based on the recommendations from the Buildings surveys and resultant energy efficiency reports produced in May and September 2022. The grant funding is available towards energy efficiency measures including LED lighting, Solar PV and similar.

Details of the Funding Scheme are attached and presented as received from December 2022. Documents comprise the following,

- (a) Public Sector Energy Efficiency Programme (PEEP) Guidance & Terms.
- (b) Applicant Eligibility – Status Assessment with Public Funding Definition.
- (c) Information and Guidance- Grant Funding (A2 Application)
- (d) Information and Guidance – Procurement & Exclusions.

Timescales for completion of any project which includes the grant funding element is noted to be May 2023 for full and final completion.

In addition as previously reported Solar PV options have been arranged in November 2022 and are presented as received from December 2022. (See Agenda Item 8 due to contents being Commercially Sensitive information). The LED lighting estimate has previously been updated in November and is eligible for the funding scheme. Three estimates/quotes are required for any funding applications to be made over £2500.

9. To consider the exclusion of the Public and Press by passing the following motion:

That the press and public be now excluded from the meeting under the provision of the Public Bodies (Admission to Meetings) Act 1960 by virtue of the confidential nature of the business about to be transacted which involves financial and legal matters.

10. Solar PV Schematic Options for Community Hall and St Richards House Buildings.

Full proposals attached comprising,

- (a) Schematic Diagrams
- (b) Performance Estimates
- (c) Financials covering – Generation, Payback, Net Present Value & Internal Rate of Return (IRR).
- (d) Income and Savings Projections.
- (e) Quotations with Estimated Costs.

Please note that the proposals do not include options or scope for battery storage at this stage. There may also be Planning and Conservation Area Boundary factors which will need to be fully ascertained and properly interpreted as part of any formal decision making.

11. Accounts for payment. *[lists herewith]*

Distribution:

<p>All Members of Resources Committee Councillors – WT Moy (Chairman) Mrs K Fellows (Vice Chairman) R G Beale E J Bowden G R Brookes Mrs J M Chaudry R P Hopkins A Humphries GA Duffy (Ex- officio)</p>	<p>Copy to All Other Town Councillors Agenda For Information to: County & District Councillors for Droitwich Spa Subscribers Press</p>
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