

# Droitwich Spa Town Council

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

Telephone: 01905 774258

17 January 2023

You are hereby summoned to a Meeting of Droitwich Spa Town Council to be held in the Council Chamber at St Richards House, Victoria Square, Droitwich Spa on **Monday 23 January 2023** at 6.00pm.



Mark Keld  
Town Clerk

Members of the public are invited to attend the Town Council meeting. Time is set aside at 5.45 p.m. to receive views or questions on issues on this agenda, or raise issues for future consideration before the start of the Town Council meeting. Notice of these 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 Town Council meeting itself. Town Council Meetings are recorded for monitoring purposes.

## AGENDA

1. Apologies
2. Declarations of interests
3. To confirm as a correct record the Minutes of the Meeting of Council held on 12 December 2022 *[enclosed]*
4. MAYOR'S ANNOUNCEMENTS - *[for information]*.
5. POLICING IN DROITWICH SPA – To confirm the updated Police Community Charter Priorities submitted on 21<sup>st</sup> December 2022 and previously circulated *[further copy attached]*. The next scheduled Full Policing update from Sergeant Sarah Kent will be at the Council Meeting on 24<sup>th</sup> April 2023 *[for information]*.
6. COUNCIL ESTIMATES & PRECEPT 2023/2024  
Full Report and Financial Papers previously attached with Agendas for Community & Amenities Committee and Resources Committee on 16 January 2023. To receive and consider the following:

- a) The recommendations of the Community and Amenities Committee upon the estimates pertinent to budgets within the control of that Committee *[see Minute 238 of Community and Amenities Committee 16 January 2023]*
  - b) The recommendations of the Resources Committee for the setting of estimates for the financial year 1 April 2022 to 31 March 2023 and to set the precept request *[see Minute No's 251 & 252 of Resources Committee 16 January 2023]*
7. NEIGHBOURHOOD DEVELOPMENT PLAN PROGRESS UPDATE – To receive an update from Councillor GR Brookes in his capacity as the designated Town Council Member with responsibility for the project options, including Communications & Liaison. Councillor Brooke's summary report covering the period 12 December 2022 to date with accompanying details is attached for information.
  8. To receive and consider the Minutes of the under-mentioned meetings:-
    1. Planning Committee – 16<sup>th</sup> January 2023 *[to follow]*
    2. Community & Amenities Committee – 16<sup>th</sup> January 2023 *[to follow]*
    3. Resources Committee – 16<sup>th</sup> January 2023*[to follow]*
  9. MEETING OWL TECHNOLOGY UPDATE - Pursuant to minute reference 163 of the Resources Committee meeting held on 10th October 2022, to receive the attached progress update from Councillor GR Brookes.
  10. INTERNAL AUDIT TERMS OF REFERENCE – To consider adoption of the attached policy document as recommended by Calc as at 10<sup>th</sup> January 2023.
  11. PROPOSAL FOR HOLOCAUST MEMORIAL DAY- 27th JANUARY 2024 – To consider the attached proposal and statement provided by Councillor A Humphries.
  12. PROPOSAL FOR DIGITAL FORMAT PAPERS ONLY FOR TOWN COUNCIL MEETINGS- To consider the attached proposal and statement provided by Councillor A Humphries.
  13. COUNTY COUNCIL MATTERS- To receive reports on County Council matters *[if appropriate]*
  14. DISTRICT COUNCIL MATTERS – To receive reports on District Council matters *[if appropriate]*
  15. 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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