

Droitwich Spa Town Council

MINUTES of the meeting of Droitwich Spa Town Council held in the Council Chamber at St Richards House on **Monday 24 April 2023** at 6.00pm.

PRESENT: Councillor GA Duffy (Mayor)
Councillor Mrs C Bowden
Councillor E Bowden
Councillor GR Brookes
Councillor Mrs JM Chaudry
Councillor Mrs K Fellows
Councillor J Grady
Councillor RP Hopkins
Councillor A Humphries
Councillor RJ Morris
Councillor WT Moy
Councillor AM Sinton

NOTES

(1) Webcasting Members of the Council are reminded that meetings of the Council are Webcast on the Internet and will be stored electronically and accessible through the Council's Website. Members of the public are informed that if they attend this meeting their images and speech may be captured by the recording equipment used for the Webcast and may also be stored electronically and accessible through the Council's Website.

(2) This Meeting is a trial webcast **only** and **will not** be live streamed on the Internet. Thereafter it is anticipated that all Full Council and Committee Meetings will be live streamed from June 2023, as previously resolved.

(3) **This being the final scheduled meeting of the current Administration- The photographer will attend at approximately 6.30pm for the official annual photographs for the Mayor and the Full Council.**

APOLOGIES for absence: Councillors DM Craige, NR Griffiths, AH Laird & CM Murray.

PUBLIC QUESTIONS SESSION

There were none.

334. DECLARATIONS OF INTERESTS

Councillors RJ Morris, GR Brookes, GA Duffy and RP Hopkins all declared non – pecuniary interests for Agenda Item 10 – Coronation Weekend Celebrations with regard to special grant payments being made to Community Organisations and Groups in their Ward areas.

335. MINUTES OF THE MEETING OF COUNCIL HELD ON 23 JANUARY 2023

RESOLVED That the Minutes of the Meeting of Council held on 23 January 2023 be confirmed as a correct record and signed by the Chairman.

336. MAYORS ANNOUNCEMENTS

Councillor GA Duffy updated the following information.

Mayor's announcements 24.04.2023

“Good evening all and thank you for joining us for this administration's last Full Council meeting in the Council Chamber. Our previous Full Council being in January due to hosting our Town Meeting in March, where we saw a very engaged public join us to hear the business of our council.

In these last two months, we have seen some hugely exciting activity in our town. Before our Town Meeting, a launch event for the Neighbourhood Development Plan Project was well attended where members of the public were informed on the delivery process of the project and how they can feed in to the consultation. I am sure we all appreciate good development planning and an involved public but I was more excited for the return of our Charter Market, launched by a new operator with local experience running Evesham's market as well as other markets around the country. I hope you all visited and found as many great ingredients as I did for my dinner as well as a unique piece of Droitwich heritage. For both of these events, as with many of the great works in Droitwich Spa, I would like to thank our dedicated and diligent officers.

Since I last updated you, I have had the honour of representing our Council and learning about our public at a range of events since I last updated you. Attending the Holocaust Memorial Day service in Worcester, we learned from one of remaining survivors of the horrors of the Holocaust and met members of our own community passionate about hosting the same in Droitwich Spa. Hosted by the Droitwich Lions Club, my charities were supported by their monthly book sale. Preserving history, the Westlands Farmhouse project held another event, engaging our young people in their surroundings. I enjoyed supporting our re-engaged Civic Society by giving a talk on our activity and future. Among other new ways to support our population, Radfield Care started a new Day Centre and DCVS continued their quarterly networking meeting, growing on its previous success. Among many Civic Services, we saw our own Councillor Sinton as Wychavon Chair host his locally.

On the 14th of March, election nominations opened and despite the election period adding complexity to supporting our town as councillors, some great community support has continued. We welcome our local scout group into these very Chambers where they had no shortfall of questions on what we do. Celebrating more people supporting our vulnerable residents, I joined the Stroke Club for a very sociable lunch. Being ever a fan of the theatre, I thoroughly enjoyed performances of Peter Pan at Witton Middle School and Matilda at Dodderhill School. Finally on the active trail I've taken through our communities, I found myself taking a break from Friday's Market to join the Walking Tennis Club to see just how they are making the sport accessible to everyone.

Before we continue with our meeting though, I would like to mention some of the excitement we have to come before our AGM on the 15th May 2023. This weekend, I will be joining our French Twinning Society in welcoming their guests from Voiron. I look forward to hearing the works of our Droitwich Spa Horticultural Society at their annual dinner. Leading onto a very busy week of our local elections on the 4th, Gloverspiece School's party on the 5th to celebrate a day important around the UK and beyond on the 6th where we will celebrate the Coronation of our new King, Charles III. Following this I look forward to seeing you all at our own Town's Celebration on the 7th May at the Lido Park”.

RESOLVED That the information be noted

337. POLICING IN DROITWICH SPA

The Town Clerk updated that unfortunately there would be no report or representation at the meeting from the Police. This was due to a short notice change in the succession and internal staffing arrangements for the Local Police Team. Sergeant Jason Maiden had notified on 21st April that he was no longer the replacement Officer to succeed Sergeant Sarah Kent, following her recent retirement earlier in April. The successor was now to be Sergeant Catherine Atkinson and her first day in role is today – 24th April 2023. The Town Clerk confirmed that Sergeant Maiden had appraised Sergeant Atkinson of matters in Droitwich Spa for the hand over and it is anticipated that she will attend the next scheduled Full Council in June 2023 for a report.

The Town Clerk also referenced the Local Police – Safer Neighbourhoods Team (SNT) News Letter for April 2023 which had been circulated earlier in the day through an email for all Elected Members.

There were no questions arising.

RESOLVED That the information be noted

338. HIGH SCHOOL

The Students updated on the success of the High School Arts Event last month which had included a full spectrum of performing arts. The event had also been a suitable occasion to mark the retirement of Mrs Natalie Walters – Head Teacher following a tenure of 15 years. Thanks and best wishes were conveyed for Mrs Walters and to her successor as Head Teacher - Mr Brooke.

Other recent activities and priorities covered included the award of the Sports Club prizes, mock examinations and forthcoming A levels and the Senior Student Team Elections. Reeve and Gabe were introduced as the New Student Team Representatives, together with Brandon and George who could not attend this evenings meeting.

Councillor AM Sinton thanked the Senior Student Team for their comprehensive report and wished those moving on every success for the future and with their examinations. The New Senior Student Team Representatives were welcomed.

There were no questions arising.

RESOLVED That the information be noted

339. YOUTH COUNCIL

To note that the Youth Council updates will resume in due course. There is no report for 24th April 2023.

RESOLVED That the information be noted

340. FINAL EXTERNAL AUDIT REPORT & CERTIFICATE 2021/2022 IN RESPECT OF DROITWICH SPA TOWN COUNCIL – (WO 0047).

- a) To note and receive the External Auditors annual report [*attached with Agenda*] for the period ended 31st March 2022. The report has been received on 13th March 2023 and concludes the process for the previous year's accounting period.
- b) To note that the originator of the challenge correspondence from June 2022 met with Councillors GR Brookes and AM Sinton on 24th January 2023. The originator

reminded of and requested that it be noted - for their entitlement to approach the External Auditor without first contacting the Town Council if they prefer to do so.

There were no questions arising.

RESOLVED That the information be noted

341. INTERNAL AUDITORS REPORT & OBSERVATIONS FROM SCHEDULED INTERIM VISIT -14TH FEBRUARY 2023

- a) To note and receive the Internal Auditors interim visit report [*attached for information*] for the Financial Year 2022/2023.
- b) From the observations report point C1- To ratify Minute Reference 159/2022-2023 from the Resources Committee meeting of 10th October 2022 to record the review of All Risk completed at that time.
- c) From the observations report point B2- To ratify Minute Reference 186/2022-2023 from the Community & Amenities Committee meeting of 7th November 2022 to record the confirmation of award for the renewed Municipal Planting Contract following the procurement exercise carried out at that time.
- d) To confirm that the Year End visit is arranged for 18th May 2023 and the Annual accounts will be presented at the next scheduled Full Council (19th June 2023) in accordance with normal practice. The final deadline for this year's Accounts submission to the External Auditor is 3rd July 2023.

There were no questions arising.

RESOLVED That the information be noted including ratification of points b (C1) and c (B2) from the Internal Auditors Report from the Interim Visit dated 14th February 2023.

342. CORONATION WEEKEND CELEBRATIONS 6TH & 7TH MAY 2023

- (a) To confirm the arrangements and activities for the Community Celebration afternoon in Lido Park on Sunday 7th May 2023 [*publicity details attached with Agenda for information*].
- (b) To confirm the attached schedule (with Agenda) of Special Coronation Funding payments for the Community celebrations. This follows publicity and resultant expressions of interest received. The funding is provided through Wychavon District Council, and the Town Council have taken forward the engagement and allocation for the payments throughout the Community. The approach is the same as similar arrangements for the Late Queen's Platinum Jubilee Celebrations in June 2022.

There were no questions arising.

RESOLVED That the information be noted

343. 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, including Communications & Liaison. Councillor Brooke's summary report covering the period 23 January 2023 to date with accompanying details is attached with the Agenda for information. This includes the End of Grant Report NPG- 13037 with regard to the expenditure of the Locality funding for the period ended 31st March 2023.

There were no questions arising.

RESOLVED That the information be noted

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

1. Planning Committee – 6th February 2023 [*previously circulated*]
2. Resources Committee – 6th February 2023 [*previously circulated*]
3. Planning Committee – 27th February 2023 [*previously circulated*]
4. Community & Amenities Committee – 27th February 2023 [*previously circulated*]
5. Resources Committee - 27th February 2023 [*previously circulated*]
6. Resources Committee – Extra-ordinary meeting 20th March 2023 [*previously circulated*]
7. Planning Committee- 3rd April 2023 [*enclosed with Agenda*]
8. Resources Committee – 3rd April 2023 [*enclosed with Agenda*]

There were no questions arising.

RESOLVED That the Minutes of all of the listed Committee meetings be accepted on block. .

345. COUNTY COUNCIL MATTERS - Councillor RJ Morris had provided the following report in advance of the meeting including a request for paper copies to be circulated and provided for Elected Members present through the Clerk.

Cllr Richard Morris

Droitwich West County update 24.04.2023

1. A38/Copcut

Not my area, falls into Bowbrook County ward, however the latest is:

Finally, the results of the latest Road Safety Audit require a full overnight closure of the A38 in both directions to make the changes. The closure will also include Pulley Lane and Copcut Lane junctions. We are looking to maintain emergency access on the A38 past the works. The main change is to make the outer lane southbound a right turn only.

The programme is as follows:

- Monday 24th April: Hydro blasting removal of existing road markings
- Tuesday 25th April: Laying of new road markings including red screed and road studs.
- Wednesday 26th April: Pedestrian refuge and signage installation
- Thursday 27th April: Traffic signal loop cutting and MOVA validation.
- Friday 28th April: RSA3

The only weather critical aspect of the works is the laying of the new road markings, which require a dry night – should this not be possible on the Tuesday then we will look to utilise the other nights as a contingency.

After completion of the signal works on Thursday night we do not intend to replace the temporary traffic management. The RSA3 team will then observe the traffic in a normal state on the Friday morning, and, providing that all is well, the temporary traffic management will not return. Traffic light sequencing will also be changed to more fully support the A38 traffic. This will not clear all the commuter congestion in the area, as it is essentially going back to one lane south bound, and County Highways will continue to look at future requirements.

2. Pathway resurfacing due May.

- a) Hunters Way and adjacent paths such as East Park Drive

- b) Ploughman's Piece (though not all paths as a couple are owned by Platform, they have been advised)


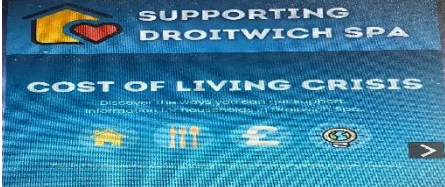
3. Underpasses.

Graffiti has been or is scheduled to be cleared for the Ledwych & Nuffield Drive underpasses and lights checked.

- 4. Still applying pressure for Westlands crossing & Railway station investment

5. Divisional Funds – year end

6. Worcestershire County Council Divisional Funds – Cllr Richard Morris 2022/23

	<p>Droitwich Spa Food and Drink Festival To help keep the event free to enter for the local community by the printing of leaflets to promote this year's event.</p>	<p>2,000 (over 2years)</p>
	<p>Westlands Community Centre To replace the main hall floor in the community centre</p>	<p>2,000</p>
	<p>Westlands Heath Hub To support the Hub with Counselling and building work to increase the number of rooms.</p>	<p>1, 546</p>
	<p>Saltfest 2022 To support security arrangements and toilets</p>	<p>1.000</p>
	<p>Droitwich Repair Shop – Makerspace Support of the restart of the Droitwich Repair Shop to cover Insurance, Hire of the gallery space at Droitwich Library for 5 sessions and printing of posters, flyers, repair forms to support the event.</p>	<p>500</p>
	<p>St Nics's community work To provide two table tennis tables in St Nicholas Church to support youth activity</p>	<p>500</p>
	<p>Droitwich Community First Responders Contribution to the purchase of a vehicle to be used by the first responders to attend calls and help reduce possible hospitalisation.</p>	<p>1, 500</p>
	<p>Droitwich Spa & Rural Council for Voluntary Service This is for 1000 Cost of Living information booklets.</p>	<p>250</p>

There were no further questions arising.

RESOLVED That the information be noted.

346. DISTRICT COUNCIL MATTERS

Councillor AM Sinton updated on the following points.

1. Thanks to Town Councillors who attended my Civic Service on 12th March 2023 which raised £491 for the St Peter's Church and Wychavon Park.
2. Lido Park: St Peter's Car Park has been resurfaced and the path and area around Bishop's Pool has been improved.
3. Ravenstone: building is occupied by 17 property guardians to keep it safe.
4. Town Centre Advisory Panel: Accessibility Audit an important feature.
5. Place Board: Lido project has progressed to the feasibility study stage. Other plans include discussions with High Street traders and the management of St Andrew's Square, improving the towpath to Churchfields, making more of Tower Hill as a tourist attraction.
6. Gemma Ranford is working on a Droitwich in Bloom project-more details at the C and A Committee Meeting in June.
7. A congratulatory card has been sent to King Charles and Queen Camilla on their coronation from Wychavon District Council.

With regard to point 4, Councillor A Humphries mentioned that his wife Mrs Val Humphries had useful experience in Accessibility Audit matters if required to help.

There were no questions arising.

RESOLVED That the information be noted.

347. ACCOUNTS FOR PAYMENT

Creditor Payments were presented to the Council totalling £12,629.31 and supplementary payments listed of £4,050.00.

(Total expenditure = £12,629.31 + £4,050.00= £16,679.31).

The Town Clerk explained that the supplementary list of Community Group payments matched the summary of special grant funding awards presented with the Agenda papers and listed separately (referenced as Agenda Item 10 for the Coronation Weekend Celebrations), less the remaining balance value of £867.00 from the total available fund, which was to be used for the Community Event Celebration at Lido Park on 7th May 2023 (£4,917.00 total fund - £867.00 (Lido Park Event) = £4,050.00 (listed as x19 separate Community Group payments). There were no questions arising.

RESOLVED That the statement of accounts for payment be received and the expenditure of £12,629.31 + supplementary payments of £4,050.00, totalling £16,679.31 be approved and duly passed for payment. (Total expenditure = £16,679.31).

Councillor WT Moy thanked all fellow Town Councillors for their hard work and support working for the Town Council and Community during the past 4 years Administration Period, as well as wishing all of those Elected Members who were standing in the forthcoming Local Elections every success on 4th May 2023. Special mention was also made towards the help and guidance provided by the Town Council Officers Team.

Councillor A Humphries reiterated these kind sentiments overall.

The meeting ended at 18.35 PM and was followed by the annual Council Photographs.

Chairman of Council -----

19 June 2023