

Droitwich Spa Town Council

MINUTES of the Extra-Ordinary meeting of Droitwich Spa Town Council held in the Main Hall, Community Hall, Heritage Way, Droitwich Spa on **Monday 15 May 2023** at 5.45pm.

PRESENT: Councillor G Duffy (Mayor)
Councillor Mrs C Bowden
Councillor EJ Bowden
Councillor SJ Brazier
Councillor M Brook
Councillor G R Brookes
Councillor Mrs J Chaudry
Councillor PD Clements
Councillor DI Davidson
Councillor Mrs K Fellows
Councillor N Franks
Councillor J Grady
Councillor RP Hopkins
Councillor VP Humphries
Councillor AL Key
Councillor RJ Morris
Councillor AM Sinton

APOLOGIES for absence: Councillor RCC Deller.

The Mayor preceded by the Mace-bearers and attended by the Town Clerk entered the Main Hall in procession. Ex – Councillor Mr Edgar Harwood was seated on the front row of the audience for the start of the proceedings.

1. HONORARY ALDERMAN – MR EDGAR HARWOOD

Pursuant to Minute No 258 of the Meeting of Full Council held on 27 January 2020, the Mayor invited Councillor RJ Morris to put forward his formal motion for the conferring of Honorary Alderman status upon ex-Councillor Mr Edgar Harwood.

Councillor RJ Morris proposed that ‘Pursuant to the provisions of Section 249(1) of the Local Government Act 1972, to confer the status of Honorary Alderman of the Town of Droitwich Spa upon ex-Councillor Mr Edgar Harwood in recognition of the eminent service he has rendered to the Town as an elected member of the Town Council and for his meritorious services to the town in both a civic and non-civic capacity.

Councillor Morris spoke in support of the motion.

“Oyez, Oyez, Oyez!

Mr Mayor, Members, Officers and good people of Droitwich Spa.

We gather tonight for serious business:

That the Town Mayor and Councillors of the Town of Droitwich Spa, acting by the Town Council, do hereby admit Edgar Harwood to be an Honorary Alderman of the Town of Droitwich Spa in recognition of his eminent services rendered to the Council as a past member of the Town Council and for his meritorious services to the town in both a civic and non-civic capacity”.

It is with great pride that I lead this nomination, Edgar has served this Town so well in many capacities, be it as Councillor, Round table, Rotarian, Norbury Theatre and surely the best infamous Town Crier to name a few.

In 2007 Droitwich witnessed its worst floods for many years. As Town Mayor I supported the Salvation Army and Wychavon District staff at the Community Hall which acted as a rescue centre for People stranded on the motorway network but whilst here, we became aware that certain areas of Droitwich were flooding and started to rescue and support our own residents.

I remember on the Saturday morning standing In Droitwich High St and seeing it flooded like a bath, I then had a tap on my shoulder from Edgar who said if I started a flood relief fund, he and rotary would support me. From that moment we started weekly meetings, drew in the Lions club, British Legion, and others. We supported and called on everyone affected and helped with meals, clothing, furniture, Rotary supported holidays, and many other areas of support.

Raising over 6,000 in a matter of weeks. Whilst many helped in this, I do believe that Edgar was instrumental in this happening and am very thankful.

Edgar has Droitwich at his heart and has proven over the years that he will support any activity he can that helps promote the Town and the people of Droitwich.

In 1980 he became Town Crier of Droitwich Spa after winning a competition at the Carnival. He was British Champion in 1984 and Runner up World Champion in 1986 – Taking Droitwich internationally.

*I know others want to speak and honour Edgar, so I will move to admit Edgar Harwood to be an Honorary Alderman of the Town of Droitwich Spa
Oyez, Oyez.....*

The Mayor asked for consideration to temporarily suspend Standing Orders for the reason to enable Mr Alan Humphries to speak in support as a member of the public. This was proposed by Councillor RJ Morris, seconded by Councillor J Grady with all Members voting in favour.

Resolved – To temporarily suspend Standing Orders in order to enable Mr Alan Humphries to speak in support of the proposal to confer Honorary Alderman Status upon ex - Councillor Mr Edgar Harwood.

Mr Alan Humphries read out a statement of support.

Councillor AM Sinton seconded the motion and read out a statement of support.

Councillor Val Humphries as Leader of the Labour Group on the Town Council expressed support for the motion on behalf of the Opposition Elected Members.

The motion, upon being put to the vote, was carried with just one abstention notified by Councillor DI Davidson for the reason that he has a pecuniary interest through an existing garage tenancy arrangement with Mr Edgar Harwood.

RESOLVED That We, the Mayor and Councillors of the Town of Droitwich Spa, hereby admit ex Councillor Mr Edgar Harwood to be an Honorary Alderman of the Town of Droitwich Spa in recognition of the eminent service he has rendered to the community as an elected member of the town and for his meritorious services to the town in a non-civic capacity.

By permission of the Mayor, the Town Clerk then proceeded to administer the Alderman's Oath, this being duly taken and sworn by ex- Councillor Mr Edgar Harwood. The Oath was then signed and witnessed by the Town Clerk. The Mayor presented an illuminated Certificate of Admission as an Honorary Alderman of the town of Droitwich Spa to ex-Councillor Mr Edgar Harwood and offered congratulations on behalf of the Council and people of the Town. Mr Harwood responded, thanking the Town Council for the honour bestowed upon him and giving a brief summary of the actions and assistance he had received from many people and Family.

The Mayor, & Honorary Alderman then invited all present to join them for refreshments in the John Corbett Room which would take place immediately following the conclusion of the next Meeting which was the Annual Council (AGM). The Mayor declared the meeting closed and retired from the Chamber in procession.

The Meeting ended at 6.05pm.

Chairman of Council _____
19 June 2023

Droitwich Spa Town Council

MINUTES of the ANNUAL MEETING OF DROITWICH SPA TOWN COUNCIL
held in the Community Hall, Heritage Way, Droitwich Spa
on Monday 15 May 2023 at 6.10 pm.

PRESENT: Councillor G Duffy (Mayor)
Councillor Mrs C Bowden
Councillor EJ Bowden
Councillor SJ Brazier
Councillor M Brook
Councillor G R Brookes
Councillor Mrs J Chaudry
Councillor PD Clements
Councillor DI Davidson
Councillor Mrs K Fellows
Councillor N Franks
Councillor J Grady
Councillor RP Hopkins
Councillor VP Humphries
Councillor AL Key
Councillor RJ Morris
Councillor AM Sinton

APOLOGIES for absence: Councillor RCC Deller.

2. ELECTION OF MAYOR

It was proposed by Councillor AM Sinton and seconded by Councillor RJ Morris that Councillor Mrs K Fellows be appointed to the office of Town Mayor.

There being no other nominations, it was resolved as follows. There were sixteen in favour – unanimous from the Members present.

RESOLVED That Councillor Mrs K Fellows be duly elected Town Mayor for the ensuing municipal year.

Councillors GA Duffy and Mrs K Fellows retired from the meeting and exchanged robes.

Upon return, Councillor Mrs K Fellows made the statutory acceptance of office before the Town Clerk.

Councillor Mrs K Fellows, Mayor - In the Chair.

The Mayor introduced her Consort, Mr Derek Fellows and presented him with the badge of office.

3. ELECTION OF DEPUTY MAYOR

The Mayor invited nominations for the Deputy Mayor.

It was proposed by Councillor RJ Morris and seconded by Councillor Val Humphries that Councillor AM Sinton be appointed to the office of Deputy Mayor.

Councillor Morris read out the following statement of support.

“It is good that we give Councillors who have served a term on Council the opportunity to be Mayor for the first time.

I am pleased to nominate Cllr Alex Sinton, many will know Alex has just completed the Chairmanship of Wychavon and carried that role out with style and aplomb, fully supported by Eleanor. His experience, ideas and motivation for Droitwich will bring rewards for our Town.”

There being no other nominations, it was resolved as follows. There were sixteen in favour – unanimous from the Members present.

RESOLVED That Councillor AM Sinton be duly elected Deputy Town Mayor for the ensuing municipal year.

Councillor AM Sinton signed the acceptance of office before the Town Clerk and then the Mayor presented him with the Deputy Mayor’s badge of office. Councillor Sinton introduced his Consort – Mrs Eleanor Sinton and the Mayor presented the Deputy Mayor’s Consort badge.

4. VOTE OF THANKS TO OUTGOING MAYOR

Councillor RJ Morris proposed the vote of thanks and congratulated Councillor GA Duffy the outgoing Mayor, on his year in Office. Councillor Morris read out the following statement of support. This was seconded by Councillor Mrs J Chaudry.

“George.

Well, what a year it has been for our youngest ever Mayor.

The Platinum Jubilee

The very sad death of Queen Elizabeth 2nd

The Proclamation of King Charles 3

The Coronation of King Charles 3

I think George looks more like Charles 2nd than our new King... I know it’s the hair. With the Town still recovering from the pandemic and events and activities coming back to the scene. George has supported the community fully and enthusiastically. Supporting Droitwich football club coming back to Town and cheering them all the way to the Play offs, opening events, residential homes, new shops amongst many other activities. George has been fun, committed to duty and given the position of Droitwich Mayor a youthful vigor. Thank you, George, and well done!”

RESOLVED That a Vote of Thanks to Councillor GA Duffy for his year as Mayor 2022/2023 be given.

Whereupon the Mayor presented Councillor GA Duffy with the Past Mayor’s Jewel.

5. REPLY BY THE OUTGOING MAYOR

Councillor GA Duffy responded by advising that it had been a great honour to wear the chain of office and to represent the Town throughout the past year. He wished the new Mayor a very enjoyable term of office. Councillor Duffy read out the following statement of thanks.

“Thank you for your kind words after what has been a truly historic year. I look forward optimistically to what opportunities this year will bring for our town, our council, and our

new Mayor, Mrs Kate Fellows. For me though, I cannot see it being as memorable or as much of an honour as I had in being surrounded by the people of Droitwich Spa at events I wholeheartedly thank our dedicated town council officers for such as celebrating our late Queen's Platinum Jubilee, people of Ukraine's Memorial, Queen Elizabeth's Memorial, my own Civic Service, our Christmas Lights Celebration, and the Coronation King Charles as well as having the pleasure of supporting a myriad of community hosted events throughout the town. It truly has been an immense year for which I thank all of Droitwich but for their direct support, I would like to thank my consort, my Mother, Lynne Duffy as well as our Deputy Town Clerk, Jane, who battled the odds to keep me in the right places at the right times and Kate for being an excellent Deputy Mayor on the occasions I could not make. Thank you all for the great opportunity and a great year”.

Councillor Mrs K Fellows - Mayor made an Address which provided confirmation of her Chaplaincy arrangements for the year which will be supported by Reverend Laura Handy. The nominated Mayoral Charities for 2023/2024 were confirmed as being the 2516 Droitwich Spa Air Training Cadets (ATC) Squadron and the Droitwich Council for Voluntary Services (DCVS). Appreciation was expressed to all fellow Councillors for the Mayoral nomination and support.

The Mace Bearers were asked to be seated at this point.

6. POLITICAL PARTY GROUPS LEADERSHIP

RESOLVED

That it be noted for information that the Leadership of each political party groups on the Town Council is as follows:-

- Councillor GA Duffy - Conservatives
- Councillor Val Humphries - Labour
- Councillor RP Hopkins- Liberal Democrats
- Councillor N Franks- Green Party

7. APPOINTMENT OF STANDING COMMITTEES

The drafted lists of Standing Committees and Working Groups had been circulated to Elected Members on the morning of Friday 12th May 2023 and also provided as printed desk top copies for this meeting. On a proposal by Councillor EJ Bowden, seconded by Councillor GR Brookes it was

RESOLVED

- (1) That the three Standing Committees be constituted as follows, each having nine members including the Mayor as ex-officio on each:

- Planning Committee
- Community and Amenities Committee
- Resources Committee.

The Grants Sub Committee and the Christmas Lights Procurement Working Group (June 2023) comprises six members including the Mayor as ex-officio for each

- (2) That the membership of the Council's Standing Committees for the ensuing municipal year be in accordance with the list attached as Appendix 'A' to these Minutes, including the Chairmanship and Vice-Chairmanship thereof.

- (3) That the Grants Appraisal Panel and Christmas Lights Procurement Working Group (June 2023) be appointed in accordance with the list attached as Appendix A to these Minutes, including the Chairmanship thereof.

From the seventeen Members present there were 14 votes in favour and 3 against.

8. REPRESENTATION ON OTHER BODIES

The list of representatives on other bodies was considered. The drafted lists of Representatives on Other Bodies and Outside Groups had been circulated to Elected Members on the morning of Friday 12th May 2023 and also provided as printed desk top copies for this meeting. On a proposal by Councillor GR Brookes, seconded by Councillor EJ Bowden it was

RESOLVED That the list of Representatives on Outside Bodies attached at Appendix B be approved.

From the seventeen Members present there were 14 votes in favour and 3 against.

9. PROGRAMME OF COUNCIL AND COMMITTEE MEETINGS 2023/2024

It was proposed by Councillor Mrs C Bowden and seconded by Councillor J Grady

RESOLVED That the Programme of Council and Committee Meetings for 2023/2024 attached as Appendix C be approved.

10. COMMUNICATIONS FROM THE MAYOR

There were none.

The meeting closed at 6.42 pm.

The Mayor thanked everyone for attending and advised that she was looking forward to celebrating the start of the Mayoral year with those joining in the adjacent John Corbett Room afterwards for drinks and refreshments.

Chairman of Council _____
19 June 2023

Droitwich Spa Town Council - Annual Meeting 15 May 2023
Minute 7 – Membership of Standing Committees & Working Groups 2023/24

Planning Committee

(9 Members, including The Mayor, Ex-officio)

Councillors:

GA Duffy - Chairman
GR Brookes – Vice-Chairman
SJ Brazier
M Brook
PD Clements
DI Davidson
J Grady
AL Key
Mayor (Ex officio)

Community & Amenities Committee

(9 Members, including The Mayor, Ex-officio)

Councillors:

Mrs CA Bowden - Chairman
RJ Morris – Vice-Chairman
EJ Bowden
SJ Brazier
PD Clements
DI Davidson
GA Duffy
VP Humphries
Mayor (Ex officio)

Resources Committee

(9 Members, including The Mayor, Ex-officio)

Councillors:

GR Brookes - Chairman
M Brook – Vice-Chairman
SJ Brazier
Mrs J Chaudry
GA Duffy
N Franks
RP Hopkins
AM Sinton
Mayor (Ex- officio)

Grants Appraisal Panel (Community & Amenities Committee)
(6 Members,)

RJ Morris – Chairman (Vice Chairman of C&A)
Mrs CA Bowden
EJ Bowden
SJ Brazier
GR Brookes
Mayor (Ex officio)

Christmas Lighting Procurement Working Group
(6 Members,)

Mrs CA Bowden
EJ Bowden
SJ Brazier
GR Brookes
GA Duffy
Mayor (Ex officio)

Droitwich Spa Town Council - Annual Meeting 15 May 2023 – Minute 8

<u>Organisation</u>	<u>Representatives 2022/2023</u>
Droitwich Arts Network (DAN)	Cllr GA Duffy
Fair Trade Organisation (Droitwich Branch)	Cllr SJ Brazier
Droitwich Spa Area Young People's Action Group	Cllr RJ Morris & Cllr Mrs K Fellows
Youth Council	Cllr RJ Morris
Droitwich Spa Twinning Association (Bad Ems & Voiron)	Mayor (Ex Officio as President)
Droitwich Spa Neighbourhood Plan (including responsibilities for Communication & Liaison and the Steering/ Working Group)	Cllr GR Brookes & Cllr GA Duffy
High School Community Cabin Management Committee	Cllr M Brook & Cllr RP Hopkins
Friends of Droitwich Spa Railway Station	Cllr RJ Morris

DROITWICH SPA TOWN COUNCIL - CALENDAR OF MEETINGS 2023 – 2024

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 also takes place at the Community Hall**

Sub - Committees & Working Group Meetings take place by separate arrangement (e.g Mondays 10.00am)

Please note:

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

MAY 2023		JUNE 2023	
01	Bank Holiday	05	<i>Grants Appraisal Panel</i>
08	Bank Holiday – Coronation.	05	Community & Amenities- Working Group -for Christmas Lighting procurement.
15	Extra –ordinary meeting (To confer Honorary Alderman)	12	Planning Committee
15	Annual Council*	12	Community & Amenities Committee
29	Bank Holiday	12	Resources Committee
		19	Council (<i>Annual Accounts</i>)
JULY 2023		AUGUST 2023	
03	Planning Committee	28	Bank Holiday
03	Community & Amenities Committee		
24	Planning Committee		
24	Resources Committee		
SEPTEMBER 2023		OCTOBER 2023	
04	<i>Grants Appraisal Panel</i>	9	Planning Committee
11	Planning Committee	9	Resources Committee
11	Community & Amenities Committee	23	<i>Grants Appraisal Panel [if required]</i>
25	Council		
NOVEMBER 2023		DECEMBER 2023	
06	Planning Committee	04	Planning Committee
06	Community & Amenities Committee	04	Resources Committee
		18	Council
		25	Bank Holiday
		26	Bank Holiday
JANUARY 2024		FEBRUARY 2024	
01	Bank Holiday		
08	<i>Grants Appraisal Panel [if required]</i>		
15	Planning Committee	05	Planning Committee
15	Community & Amenities Committee (<i>Budget Estimates and Precept</i>)	05	Resources Committee
15	Resources Committee (<i>Budget Estimates and Precept</i>)	26	Planning Committee
22	Council (<i>Budget Estimates and Precept</i>)	26	Community & Amenities Committee
		26	Resources Committee
MARCH 2024		APRIL 2024	
11	Town Meeting**	01	Bank Holiday- Easter Monday
29	Bank Holiday- Good Friday	08	Planning Committee

		08	Resources Committee
		29	Council
MAY 2024		JUNE 2024	
06	Bank Holiday	03	<i>Grant Appraisal Panel</i>
13	Annual Council*	10	Planning Committee
			Community & Amenities Committee
27	Bank Holiday	10	
		10	Resources Committee
		17	Council (<i>Annual Accounts</i>)

