

Droitwich Spa Town Council

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

6 June 2023

Telephone: 01905 774258
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You are hereby summoned to attend a meeting of the **COMMUNITY AND AMENITIES COMMITTEE** to be held at the Council Chamber, St Richards House, Victoria Square, Droitwich Spa on Monday 12 June 2023 at 6.15pm or at the close of the meeting of the Planning 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 to receive views or questions on issues on this agenda, or raise issues for future consideration before the start of the Committee 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 committee meeting. Town Council Meetings are recorded for monitoring purposes.

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 will be webcast and live streamed on the Internet. It is anticipated that all Full Council and Committee Meetings will be live streamed from June 2023 onwards.

AGENDA

1. Apologies for absence
2. Declarations of Interest
3. To note the Membership and Chairmanship of the Committee, as determined at the Annual Council meeting on 15 May 2023 (details at end of Agenda).
4. To note the Membership and Chairmanship of the Grants Appraisal Committee, as determined at the Annual Council meeting on 15 May 2023 (details with Agenda).
5. To note the Membership and Chairmanship of the Working Group of the Community & Amenities Committee designated for the Christmas Lights Contract procurement and

renewal options in summer 2023, as determined at the Annual Council meeting on 15 May 2023 (details with Agenda).

6. To confirm as a correct record the Minutes of the Meeting of the Committee held on 27 February 2023 *[attached]*.
7. Community & Amenities Grants Scheme - To consider the recommendations of the Grants Appraisal Committee for the schedule of grants received on 5th June 2023. Municipal year fund 2023/2024 available from 1st April 2023 = £5000.00 *[schedule attached]*
8. Christmas Lights Contract – Renewal and Procurement 2023 -To consider the recommendations of the delegated Working Group of the Community & Amenities Committee from their meeting on 5th June 2023 to review the procurement sealed tender applications received. To be verbally updated at the meeting.
9. War Memorial – Essential maintenance work. Following the update provided to the Committee on 27 February 2023 to confirm that the planters have been refurbished and painted. Simultaneously work to remove tree roots and repair broken & uneven paving has been taken forward coordinating with WCC Highways Department. This work was completed on Sunday 28 May 2023. The summer bedding will be planted week commencing 5th June 2023. There is wider consideration being made by WCC Highways towards possibly repaving the Square later in the year *[for information]*.
10. Heritage Way- Community Planters - These Planters are not part of the wider Municipal Scheme for the Town Centre and have historically been maintained through arrangements with West Acre Middle School as part of the curriculum. Age and weathering has caused the planters to fall into disrepair over winter and new containers and compost have been provided through the Town Council. The Municipal Planting Contractor has supported by installing and preparing the planters without charge. He has also supported the Heritage Centre by donating sun flower seeds, containers and compost for the Half Term Planting activities project. Arrangements have been confirmed with West acre Middle School to plant the Heritage Way containers week commencing 12th June 2023 *[for information]*.
11. Spring Meadow / Door Step Green – Improvements and essential maintenance work to the Mulberry Tree Hill aspect pedestrian entrance footpath. To update that work will shortly commence to improve this access route for the public open space. Appreciation is expressed to Councillor GR Brookes for his generous contribution from WCC Divisional funds towards the work *[for information]*.
12. Trees Height Reduction Proposal – Copcut Park /Coleford Walk – To consider the attached outlined proposals for tree maintenance works. The suggested approach follows receipt of an enquiry and request registered by a resident from Pelham Road directly with an Elected Member on 24th April 2023 and a request from a resident of Lahn Drive dated 2 May 2023. *[Report of location, description, outlined suggested scope and cost estimate attached]*.
13. Spring Meadow / Door Step Green – Improvements and essential maintenance work to the boundary fence line adjacent the rear aspect of the Primsland Shopping Precinct. As previously reported to the Committee and referenced as part of the annual report for estimate setting, budgets and precept, this is the remaining boundary line of three which requires replacement post and rail fencing. The work has now been finished and completes the fencing renewal work for the land holding boundary lines. Cost provision has been taken from the allocated 2023/ 2024 land maintenance budget *[for information]*.

14. Covid 19 Pandemic Memorial Bench – To confirm that arrangements have been completed and the bench was put in place outside St Richards House on 20th April 2023. The commemorative inscription sign was attached shortly afterwards *[for information]*.
15. Visit Droitwich Spa – Tourism Website. To update that a new page has recently been added featuring information provided by “Uncover Britain”. The link is attached as follows <https://www.visitdroitwichspa.com/droitwich/uncover-britain/>
Further consideration is being put towards a similar feature page for the Salt King *[for information]*.
16. Coronation Funding - To receive the attached expression of appreciation for the special Coronation Community Funding provided by Wychavon District Council and organised through the Town Council. A contribution has been allocated to all Groups who had registered an expression of interest for the Coronation funding and this enabled up to 20 different Community Events to be supported during the 6th and 7th May weekend *[for information]*.
17. West Midlands Mayors Community Weekend – 9th & 10th September 2023. Further to details circulated to Elected Members on 23 May 2023 the National Lottery Community Fund are offering grants of up to £2,000 to Groups to organise events on the weekend. The brief is to offer activities which bring communities together, to strengthen existing connections and provide opportunities for networking. The Town Council qualifies for eligibility as a Statutory Body and applications had to be lodged by 7th June 2023. The Town Clerk has registered an application on 23 May 2023 and the decision process takes up to 12 weeks. Final considerations for the Event can be made in due course but provisionally the suggestion is to host a Community Picnic afternoon in Lido Park on Sunday 10th September with the Bands in the Park performance. This would be similar to the Coronation weekend event organised on 7th May 2023 which was well received and attended by the public *[for information]*.
18. Droitwich In Bloom Trail and Summer Activities– The Trail is in place from 15th May until 1st September 2023 and has been arranged by Wychavon District Council with support from the Town Council and Heritage Centre. There are various other activities including a brass rubbing trail through the Town Centre and a series of craft workshops that are being hosted at the Heritage Centre and in Gurneys Lane during the six weeks school summer holidays. Full details will be updated in due course and can be accessed online through www.visitdroitwichspa.com and www.valeandspa.co.uk *[for information]*.
19. Weekly Charter Market– To confirm that the inaugural resurrected Charter Market took place on Friday 21st April 2023. A six months progress review is set for late October 2023 in conjunction with the Operator. In general the Operator is pleased with the progress and public interest in the Weekly Charter Market to date.
20. John Heminge 400th Anniversary 2023- To report that the following options are currently being taken forward to mark the anniversary and Droitwich Spa connections.
 - (a) Scope and options being investigated and pursued with St Peters Church for consideration to provide and locate a commemorative plaque and inscription, commenced in April 2023.
 - (b) New Reference material for inclusion with the Tourism website, Heritage Centre social media and printed format leaflets for the Museum in April 2023.

- (c) Purchase of a copy First Folio document from Stratford upon Avon for permanent display as part of the Museum collection from May 2023. The Town Council are grateful to Droitwich Spa resident Mr John Armstrong for this suggested approach. The document was purchased on 25 April 2023.
- (d) A dedicated contact is confirmed with the Shakespeare Trust for the Heritage Centre networking.

To consider the attached summary of further suggestions put forward by Mr John Armstrong and received on 30 May 2023 for the subject and Anniversary Year *[details attached]*

- 21. Rotary Club Droitwich Spa – The attached proposal has been received from Mr Edgar Harwood representing Droitwich Spa Rotary Club dated 31st May 2023. The history of the Town Rotary Club does fulfil the Heritage Centre & Museums Collections Policy for acquisitions covering local history. The Centre has very restricted space capacity for any permanent display or available safe storage for reserve collection items. These aspects both have Museum accreditation status implications which also need to be maintained
The proposal has been referred to the Heritage Managers who consider that the size and number of items does currently exceed practical capacity for the building. A possible alternative option suggested to be put forward is to include the opportunity for a temporary exhibition as part of the rolling forward plan for the Museum. This currently plans temporary displays and exhibition on a three month interval basis *[proposal details attached for information]*.
- 22. Holocaust Memorial Day – 27th January 2024. Pursuant to minute reference 268 of the meeting of Full Council on 23rd January 2023 to consider suitable arrangements and options for commemorating the Memorial Date in Droitwich Spa next year. Councillor Val Humphries has offered to take the lead for coordinating arrangements *[for information]*.
- 23. Forward Notice of D Day 80th Anniversary in June 2024. To confirm the attached advance information for the anniversary which has been provided through the Pageant Master on 27th April 2023 *[for information]*.
- 24. Underpasses Public Art Murals. To update that there has been a spate of vandalism with graffiti applied to the recently finished refurbished underpasses. This has been especially prominent on Ombersley Way from Ledwych Island to the Ombersley /A38 roundabout. Graffiti appears to have been targeted and applied to all street infrastructure- including road signage, DSTC bus shelters, communication network equipment and some residential walls & fences near to St Josephs Close . The two underpasses at Briar Mill and Ombersley Way are heavily affected and have only recently been subject to repairs carried out by the artist and contractors during the past two weeks. The latest vandalism has occurred between the 25th and 31st May 2023. Any suitable options for a lasting solution are being considered working with the Consultant and Wychavon District Council. The matter has been reported to the Police including identified details of the Instagram Account IP Address of the person believed to be associated with the tagging marker taken from social media (passed on to assist Police investigations on 1st June 2023) *[for information]*.

Distribution:

All Members of the Community & Amenities Committee

Councillors: -

Mrs C Bowden (Chairman)

DI Davidson

RJ Morris (Vice-Chairman)
EJ Bowden
SJ Brazier
PD Clements

GA Duffy
VP Humphries
Mrs K Fellows (Ex Officio)

Copy to All Other Town Councillors

Agenda for Information to:
County & District Councillors for Droitwich Spa, Subscribers, Press