

Droitwich Spa Town Council

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

31 October 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 6 November 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.

A G E N D A

1. Apologies for absence
2. Declarations of Interest
3. To confirm as a correct record the Minutes of the Meeting of the Committee held on 11 September 2023 [*previously circulated*].
4. Community Grants - To note that there were no applications received for consideration at the last scheduled Grants Appraisal Committee meeting on 23 October 2023. The next meeting takes place on 8th January 2024 and there is £1,000 remaining in the budget for the Municipal Period 2023/2024. [*for information*].
5. Special Annual Grants (Resources Committee) – To note the attached letter of appreciation received from Droitwich Spa & Rural Council for Voluntary Service (DCVS) on 5th

October 2023. The Grant was paid in July as part of the special Resources Committee annual payments made towards Community enterprises *[for information]*.

6. Worcestershire Wildlife Trust – Natural Networks. To confirm that a scoping meeting has taken place on Thursday 19th October 2023 with the Natural Networks Officer from Worcestershire Wildlife Trust and Officers . This is conducive to looking at possible options and an initial survey for Town Council owned land holdings – comprising 4 allotment sites and Copcut Park & Spring Meadow public open space areas. Eligibility for the Natural Networks Initiative has been confirmed following a full application submitted during August. Further information and proposals from the Wildlife Trusts site visit summary report will be presented for consideration when received in due course *[for information]*.
7. Mayoral Awards – Pursuant to draft minute reference 144-2023/2024 of the meeting of Full Council held on 25th September 2023 to receive and consider details of the arrangements for the Annual Awards Scheme. To include criteria, nominations protocol, number & categories of award, format of the awards/prizes and the arrangements for the Civic Presentation with timescales. This item is subject to discussion with representatives from Droitwich Spa High School to help determine the youth award element of the proposals. A suitable date is currently being coordinated with the High School and the item will be scheduled again at a future meeting of the Community & Amenities Committee for full consideration *[for information]*.
8. Wychavon District Council Community Legacy Grant Opportunities 2024 -
 - (a) To confirm that options for Community Legacy funding applications are expected to be considered as part of the Full Council meeting scheduled for 18th December 2023. As previously notified expressions of interest for the Scheme opens on 8th January 2024 until closing on 19 February 2024. This will provide Parish and Town Councils in Wychavon a reasonable lead in time for project development. Shortlisted applicants will then have until 30 May 2024 to submit their full applications and undertake public consultation. The Scheme has restricted scope and maintains a competitive bidding process based on the strength and merit for applications.
 - (b) To note that an update from Patrick Connolly – Wychavon District Council, Communities Officer North is expected on suggestions to consider for public realm projects in connection with the forthcoming Community Legacy opportunities. The update is delayed and more details are expected later in November .
 - (c) To receive a presentation from Rebecca and Catherine – Heritage Managers for a suggested Community Legacy project for consideration towards upgrade and improvement of the Heritage Centre & Museum at St Richards House (partial ground floor aspect).
9. John Heminge 400th Anniversary of the First Folio - 25th November 2023 – Pursuant to Minute reference 97 of the Community & Amenities Meeting that took place on 3rd July 2023, final arrangements are progressing as follows *[for information]*.
 - (a) High School Theatre performance by the “Melting Pot Theatre Company” on the evening of Tuesday 21st November 2023. Publicity details attached for information. Due to limited spaces any Elected Members wishing to attend are encouraged to reserve their tickets in advance and online at www.droitwichspacivicsociety.co.uk/whats-new

- (b) Plaque Unveiling Ceremony at St Peters Church – Saturday 25th November 2023 at 2pm. Due to limited space this will be for the main part an invitational occasion. Invitation letters will be issued in early November and will include Elected Members [details attached for information].
- (c) The Christmas Lights Switch on Event on Saturday 25th November 2023 will include a part to recognise the John Heminge 400th anniversary which by coincidence falls on the same date. This will feature an extract from one of the First Folio Plays performed by local Actor Mr Ross Armstrong, who is a Member of the RSC and has participated in many BBC programmes. The details and timings will be included in the Entertainment Programme publicity for the Switching on of the Lights Ceremony.
10. Armistice and Remembrance Days Arrangements 2023- Programme and arrangements for both dates this year follow the usual pattern [*for information*].
- For the Armistice on Saturday the 11th November people are asked to assemble in Victoria Square near to the War Memorial at approximately 10.40am. The Mayor will attend and lay a wreath.
 - For Remembrance Sunday Elected Members are asked to assemble at St Richards House for 10.15am. The Civic Party will include Mr Charles Morgan – Deputy Lieutenant for Worcestershire and Mr Nigel Huddleston – Member of Parliament for Mid - Worcestershire. The Civic Party will depart at 10.30am and process to the Baptist Church on Ombersley Street to stand in position for the Mayor to take the Salute from the Remembrance Parade leading in to the Square for the Ceremony.
11. Christmas Lights Switch On Day 2023-
 Promotional and entertainment programme details attached [*for information*].
 To note that the free car parking concession will apply in all WDC Car Parks on the 25th November 2023 from mid- day.
 In addition to the usual arrangements centred round St Richards House and Victoria Square there will be other attractions in the vicinity of the High Street including,
- Stalls featuring Seasonal Wares and Street Food on Salt Barrow Market – organised by the Traders Association.
 - Christmas Songs Concert at St Andrews Church from 4.30pm to 5.30pm presented by the Community Choir.
12. D Day 80 Anniversary Event – 6th June 2024. To note that pursuant to Minute reference 133 of the Community & Amenities Committee meeting held on 11th September 2023 to confirm official registration for the Event scheduled for 6th June 2024 through the Pageantry Office. Full arrangements will be considered and finalised at the forthcoming Committee Meetings in January & February 2024 [*for information*].
13. Wychavon District Council – SCRAP Fly Tipping Event, 25th October 2023. To report that an event has taken place at Hampton Lovett & Westwood Village Hall on 25th October 2023 to receive information about measures and support to combat illegal fly tipping in the District Area. The meeting was open to Elected Members and Officers, and included a presentation from the WDC Environmental & Community Protection Team [*for information*].
14. Holocaust Memorial Day- 27th January 2024- Pursuant to Minute reference 47/2023-2024 of the meeting of the Community & Amenities Committee held on 12th June 2023, to update on the current position. To confirm that Councillors Val Humphries & G Duffy met on Tuesday 19th September 2023 with the Town Clerk. Due to elapsed timescales

this year and the limited notice for the Memorial date in January 2024 the following was agreed by consensus *[for information]*.

- To support the 2024 Worcester Holocaust Memorial Event through contact with the High School and the Council for Voluntary Services. This will help gauge awareness and scope for consideration towards local options in future years. The details for the 2024 Memorial Event in Worcester are currently subject to confirmation.
- When arrangements for the Worcester Event in 2024 are confirmed -To consider additional support subject to local engagement from Droitwich Spa. Considerations suggested include wider publicity, networking in the Community, possible financial contribution and collaboration towards funded travel to attend.

15. Droitwich Spa Underpass Art Trail - To note the publication of the trail leaflet and connected link to view at <https://valeandspa.co.uk/underpass/> effective from 2nd October 2023 *[for information]*.

16. Friday Weekly Charter Market – To consider arrangements to review progress and forward plans for the Market arrangements in keeping with the resurrection of the operation from April 2023 and a six months update. The recommendation is to delegate responsibility to a Working Group to meeting with the Operators from Blue Bell Events during the period up to calendar year end. Revenue scope and options will need to be considered as part of the annual estimates, budget setting and precept in January 2024 to commence from April 2024. From resurrection in the spring, the Market has been operating on a revenue neutral arrangement as a new venture, subject to the aforementioned review taking place. To consider the delegation for the Working Group and timescales to arrange a meeting with Bluebell Events representatives.

17. Wychavon Parish Games – Pursuant to Minute reference 140 of the Community & Amenities Committee meeting held on 11th September 2023 to receive any update from the delegation as to participation options for the 2024 Competition. To note that sufficient lead in time will be required to register any interest and intentions for 2024 in advance with the Administrators.

Distribution:

All Members of the Community & Amenities Committee

Councillors: -

Mrs C Bowden (Chairman)

DI Davidson

RJ Morris (Vice-Chairman)

GA Duffy

EJ Bowden

VP Humphries

SJ Brazier

Mrs K Fellows (Ex Officio)

PD Clements

Copy to All Other Town Councillors

Agenda for Information to:

County & District Councillors for Droitwich Spa, Subscribers, Press