

Droitwich Spa Town Council

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

3 October 2023

Telephone: 01905 774258
www.droitwichspa.gov.uk

You are hereby summoned to attend a meeting of the **RESOURCES COMMITTEE** to be held in the Council Chamber, St Richards House, Victoria Square, Droitwich Spa on Monday 9 October 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 before the start of the Committee meetings to receive any questions about items on this agenda, or raise issues for future consideration. Notification of any requests should be lodged with the Town Clerk by 1pm that same day at the latest. 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.

1. Apologies for absence.
2. Declarations of Interests
3. To confirm as a correct record the Minutes of the meeting of the Committee held on 24 July 2023 in the Council Chamber, St Richards House [*previously circulated.*]

4. Special resources Committee Grants – To receive and note the attached letter of appreciation for the South Worcestershire - Citizens Advice Grant which was paid in July 2023 [*letter attached for information*].
5. Graffiti & Vandalism to Bus Shelters- To update that options and scope are being investigated for coordinated cleaning, repair, renovation and target hardening of bus shelters in some specific and vulnerable locations of the Town which are subject to ongoing high levels of anti- social activity and damage. The Town Council owns and maintains approximately 30 bus shelters and 5 or 6 of these are in heavily affected locations, including parts of Ombersley Way, Worcester Road and Celvestune Way. A test refurbishment including the application of Anti – Graf protective coating of one shelter on Ombersley Way is proceeding within the provision of the existing maintenance budget. This will enable further informed consideration and updating for other locations in line with budget setting [*for information*].
6. Interim Review of Income and Expenditure- To receive and review the report of all Town Council income and expenditure to budget plans and costs centres as at the 30th September 2023 [*Reports attached for consideration and review*].
7. To consider the exclusion of the Public and Press by passing the following motion:

That the press and public be now excluded from the meeting under the provision of the Public Bodies (Admission to Meetings) Act 1960 by virtue of the confidential nature of the business about to be transacted which involves financial and legal matters.

8. Asset Signage Sponsorship Scheme - To update that continuing difficulties are being encountered with collecting the annual revenue share derived from the asset media sponsorship scheme. The Town Council currently maintains three signage sponsor options on an equal share annual supplementary income arrangement with the Service Provider, in place since 2015/2016. The attached confidential correspondence and copy email chain refers.

Officer's recommendation is now to consider approaches to contact the individual sponsors directly and/or instruct recovery options.

9. Boiler Replacement – St Richards House – Pursuant to minute references 254/2022-2023 of the Resources Committee meeting held on 16 January 2023, 57/2023-2024 of the meeting on the 12 June 2023 and 112/2023-2024 of the meeting on 24th July 2023, to confirm that the delegated Working Group met on 8th September. Three written quotations were considered all of which fall within the procurement threshold. The recommendation is outlined on the attached confidential paper for final consideration for approval.
10. HMRC PAYE Anomaly- Pursuant to minute reference 111/2023-2024 of the Resources Committee Meeting held on 24 July 2023 to note further correspondence received on this matter. This follows a different notification for a reduced value received from a second Agent appointed by HMRC on 29 August 2023. The case has again been referred to the Payroll Agent (Wychavon District Council) following direct dialogue with the Agency. The reply to HMRC with evidential supporting papers prepared by WDC is provided – dated 11th September 2023. A further letter

from HMRC dated 25 September 2023 is attached and has been forwarded to WDC for their urgent attention and response [*for information*].

11. Accounts for payment. [*lists herewith*]

Distribution:

All Members of Resources Committee
Councillors –

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

Copy to All Other Town Councillors
Agenda for Information to: County & District Councillors for Droitwich Spa,
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