

# Droitwich Spa Town Council

MINUTES of the meeting of the COMMUNITY AND AMENITIES COMMITTEE held at the Council Chamber, St Richards House on Monday 15 January 2024 at 6.38 pm.

## PRESENT:

Councillor Mrs C Bowden – Chairman  
Councillor EJ Bowden  
Councillor SJ Brazier  
Councillor PD Clements  
Councillor DI Davidson  
Councillor GA Duffy  
Councillor RJ Morris  
Councillor Mrs K Fellows (Ex officio)

NON-MEMBERS PRESENT: M Brook, GR Brookes, Mrs J Chaudry, N Franks , J Grady, RP Hopkins & AL Key

APOLOGIES FOR ABSENCE: Councillors V Humphries & AM Sinton.

## PUBLIC QUESTIONS

There were none received.

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## 271. DECLARATIONS OF INTERESTS

None received.

## 272. To confirm as a correct record the Minutes of the Meeting of the Committee held on 6 November 2023

RESOLVED That the Minutes of the Meeting of the Community & Amenities Committee held on 6 November 2023 be confirmed as a correct record and signed by the Chairman.

273. Community Grants - To receive and consider the recommendations made by the Grants Appraisal Committee from the meeting held on 8<sup>th</sup> January 2024 [*schedule attached with Agenda*]. The Applicant and recipient is the Droitwich Spa Methodist Church for a contribution towards a replacement central heating boiler for Community Buildings (Amphlett House in Droitwich Spa) let to external organisations. To note that the purpose is eligible for the reason that the premises are a Community hub used by a variety of Groups and organisations for different purposes.

RESOLVED To award £1,000.00 under Section 137 (that is the expenditure incurred being in the opinion of the Council, in the interests of the area or its inhabitants, and as required by Local Government & Housing Act 1989, benefitting them in a manner commensurate with the expenditure.

274. Estimates 2024/2025 and Review of Charges - The Committee is invited to consider the Council's Estimates 2024/2025 for services, fees and charges within its remit [*report enclosed with Agenda – nb required for Resources Committee meeting also*].

The Town Clerk referred to the report and explained about the fees, commissions, charges and Community Grants Scheme budget, all within the remit of the Committee. The Income and Expenditure of the Town Council operations attributed to the Committee was also explained.

There were no questions arising.

RESOLVED To recommend the Councils Estimates 2024/2025 for services, fees and charges within the remit of the Community & Amenities Committee to the Resources Committee for ratification and in turn recommend to Full Council on 22<sup>nd</sup> January 2024.

275. Worcestershire Wildlife Trust /Natural Networks. Pursuant to draft minute reference 189-2023/2024 of the Committee meeting held on 6<sup>th</sup> November 2023, to confirm that a working group delegation meeting has taken place on Friday 8<sup>th</sup> December 2023. A follow up site visit and further meeting has been arranged for Friday 19<sup>th</sup> January 2024 to Copcut Park and Spring Meadow in order to help visualise the ideas & scope towards final preparation of the recommendations being considered. This meeting will be supported by Officers from WCC and the Wildlife Trust. Thereafter it is anticipated to present finalised recommendations as part of the next scheduled C & A Committee Meeting on 26<sup>th</sup> February 2024, including the options for funding applications through the WCC/Worcestershire Wildlife Trust – Natural Networks scheme. Part of the funding opportunity has been announced as increasing from 40% to 70% as at 2<sup>nd</sup> January 2024. The application process has been registered with WCC following confirmation of Scheme eligibility and in preparation for submission as at 9 January 2024 [*for information*].

RESOLVED – That the information be noted.

276. Friday Weekly Charter Market - Pursuant to draft minute reference 199-2023/2024 of the Committee meeting held on 6<sup>th</sup> November 2023, to confirm that a working group delegation meeting has taken place on Friday 1<sup>st</sup> December 2023 to complete an interim review of the arrangements with the Operators. The consensus of opinion was that the Charter Market is a popular community attraction each week and brings footfall and commerce to the Town Centre. Various ideas were discussed for developing the layout and choice at the Market including a publicity campaign focusing on a Spring Time relaunch ready for the Easter Weekend. Further delegation Group meetings are scheduled for 1<sup>st</sup> March 2024 for the spring time campaign and 14<sup>th</sup> June 2024 for the next 6 months review. Notes from the December meeting are attached [*for information*].

RESOLVED – That the information be noted.

277. Former Raven Hotel Site - Following further reported incidents of trespass and anti - social behaviour on the site and buildings recently, and notably interventions required on Saturday 25<sup>th</sup> November 2023 during the Annual Christmas Lights Event, dialogue has continued with Agencies to improve the security. A CPNW (Community Protection Notice Warning) was served in early December due to the number of occasions the Raven Hotel has been found to be insecure and the danger posed both to those persons gaining entry and the general public, due to the deteriorating condition of the buildings. The Police and Fire Service asked the Town Clerk to support the arrangements for an urgent Agencies discussion through contacting Wychavon District Council on 8<sup>th</sup> December 2023. The request was acknowledged and endeavours taken forward to arrange the meeting week commencing 11<sup>th</sup> December 2023.

Some tangible measures are evident week commencing 11<sup>th</sup> December 2023 including a pedestrian & traffic cordon in place on St Andrews Street to protect against insecure overhead masonry and falling roof tiles and upgraded strengthening of hoarding covers to windows and doorways. Wooden hoarding has also been fitted to the existing perimeter railings on St Andrews Road and some CCTV [*for information*].

RESOLVED That the information be noted

278. German Twinning. The German Twinning Association has updated on 27 November 2023 that following a successful trip to Bad Ems in 2023 to coincide with the 40<sup>th</sup> Anniversary of the Towns twinning arrangements, they shall be hosting a return visiting delegation this year. The visitors from Bad Ems will be

staying from 30<sup>th</sup> May to 3<sup>rd</sup> June 2024 and the hosts are preparing a programme for their time in Droitwich Spa .To this effect the German Twinning Association have requested consideration by the Town Council for the following two points,

- To reciprocate for the presentation to Droitwich Spa of the 40<sup>th</sup> anniversary flag in September 2023 with a gift of flag bearing the Town Crest/ Insignia.
- For the Mayor to host a reception for the German Twinning Association Committee Meeting at the St Richards House Council Chamber on Sunday morning 2<sup>nd</sup> June 2024 at 10.00am

RESOLVED That the information be noted.

279. Museum Association Conference on Exhibition Design – To confirm that the Heritage Managers will attend the Event to be held on 7<sup>th</sup> February 2024 in London. Details are available through the link, <https://www.museumsassociation.org/events/show-time-designing-great-exhibitions-2024/#>

Discounted tickets have been arranged through Membership of the Museums Association within the scheme of Museums with an operating budget of below £102,500 per annum. The exhibition will support networking and opportunities towards various current initiatives including Community Legacy and support maintaining the accreditation standards for the Museum [*for information*].

RESOLVED That the information be noted.

280. Wychavon District Council Community Legacy Grant Opportunities 2024 – Museum and Heritage Centre Application. Pursuant to draft minute reference 232/2023-24 of Full Council on 18<sup>th</sup> December 2023, to confirm that the Stage One (expression of interest) application for the Museum project is currently being prepared for submission. It is anticipated to complete the application by 25<sup>th</sup> January 2024.

RESOLVED That the information be noted.

281. Community Hall – John Corbett Room Improvements – Councillor GR Brookes has requested consideration for acoustic treatment (sound suppression measures) for the hall and for a replacement projector screen and down lighter. These measures are to improve the existing arrangements and to help encourage use of the facilities by Community Groups – particularly for slide and video presentations. Councillor Brookes has generously offered some contribution towards these improvements from the 2023/2024 County Councillors Divisional Fund.

To consider a mandate to proceed including the pricing of the acoustic panelling, replacement projector screen and down lighter to purchase with installation costs.

Councillor GR Brookes also mentioned that he hoped to arrange with Worcestershire County Council Highways/Street Lighting to improve the kerbside street lights in the immediate vicinity of the Community Hall entrance on Heritage Way.

RESOLVED That the information be noted and for the Officers to proceed with estimates and options for informed consideration of for acoustic treatment (sound suppression measures) for the hall ( John Corbett Room) and for a replacement projector screen and down lighter.

282. D Day 80 Anniversary Event – 6<sup>th</sup> June 2024. To note that pursuant to Minute reference 133 of the Community & Amenities Committee meeting held on 11<sup>th</sup> September 2023 to confirm official registration for the Event scheduled for 6<sup>th</sup> June 2024 through the Pageantry Office. To consider a Working Party delegation to progress the full event arrangements, which will be reported at the forthcoming Committee Meetings [*for information*]. Likely timescales for the proposed working group are to meet in February /March to consider the arrangements for the anniversary date and enable time for publicity from around Easter onwards.

Councillor DI Davidson suggested that the local RBL Branch be kept updated in the emerging arrangements and be invited to participate. The Town Clerk confirmed that the RBL and the Local ATC Squadron (2516 Droitwich) had already been notified and invited to be part of the arrangements.

RESOLVED That the information be noted and to set up a working group delegation comprising Councillors AM Sinton, G Duffy, Mrs C Bowden and AL Key for the D Day 80 Anniversary Event.

283. Band Concerts Programme 2024. To note that the schedule of concerts for 2024 is currently being arranged. The draft will run for 20 weekends again this year commencing from Sunday 5<sup>th</sup> May until 15<sup>th</sup> September. Full details and publicity will follow from Easter *[for information]*.  
The Chairman thanked Katy for her work in putting together the schedule and arrangements.

RESOLVED That the information be noted.

284. Westwood Allotments Site – Allotment Association Communal Shed - Pursuant to minute reference number 132c 2023/2024 of the Committee meeting held on 11<sup>th</sup> September 2023, to note further correspondence with the Association Branch Chairman with regard to the shed structure and associated liability responsibilities. A final solution has been requested from the Allotment Association this month *[for information]*.

RESOLVED That the information be noted.

285. Community Public Access Defibrillators - Pursuant to minute reference number 129 2023/2024 of the Committee meeting held on 11<sup>th</sup> September 2023, to note further correspondence and approaches from Mr Peter Richards representing Droitwich AED *[for information]*.

The Town Clerk explained that the suggested approach to install two additional public access defibrillator units within the curtilage of the Town Council owned public buildings (St Richards House and the Community Hall) would be a positive consideration. This would support measures being put in place to expand the network for potential lifesaving equipment in busy central locations. Councillor G Duffy asked whether a dual approach could be investigated to incorporate bleed kits as part of the public access equipment to be installed.

RESOLVED To contact Mr Richards and agree the principle for two additional public access defibrillator units to be acquired and maintained at cost to the Town Council for the locations of St Richards House and the Community Hall. To investigate any possible options to combine the initiative with bleed kits.

The meeting concluded at 7.02 pm

Chairman of Committee .....  
26 February 2024

Chairman of Council .....  
22 January 2024