

Droitwich Spa Town Council

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

Telephone: 01905 774258

16th January 2024

You are hereby summoned to a Meeting of Droitwich Spa Town Council to be held at the Council Chamber, St Richards House, Droitwich Spa, WR9 8DS on **Monday 22 January 2024** at 6.00pm.



Mark Keld
Town Clerk

Members of the public are invited to attend the Town Council meeting. Time is set aside at 5.45 p.m. to receive views or questions on issues on this agenda, or raise issues for future consideration before the start of the Town Council 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 Council 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.

(3) This being the final scheduled Full Council meeting that the Mayor is available to Chair before the AGM in May, - arrangements have been made for the Official Photographer to attend at approximately 5.00pm for the annual photographs for the Mayor and the Full Council. The photographs will precede the start of the Council Meeting. The photographer will also remain in attendance for Agenda Item 5 – Armed Forces Covenant countersigning ceremony.

A G E N D A

1. Apologies
2. Declarations of interests
3. To confirm as a correct record the Minutes of the Meeting of Council held on 18th December 2023 at the Council Chamber, St Richards House [*attached*].

4. MAYOR'S ANNOUNCEMENTS

5. ARMED FORCES COVENANT

Pursuant to minute reference 76/2023-2024 of the Meeting of Full Council on 19 June 2023, the draft Armed Forces Covenant for Droitwich Spa has been submitted to the Ministry of Defence following resolution and signature at Full Council on 25th September 2023. To receive Col Andrew Wadland to countersign the adopted Armed Forces Covenant and ERS Bronze Status Award by Droitwich Spa Town Council.

Col Andrew Wadland will countersign the Covenant document by way of acceptance on behalf of the Ministry of Defence and will be accompanied by Kate La Barre, Armed Forces Covenant Partnership Officer, Worcestershire County Council and Philip Sinclair, West Midlands Regional Employer Engagement Director. There will be formal photographs as part of the countersigning ceremony.

6. POLICING IN DROITWICH SPA

To receive a report on policing matters in Droitwich Spa [*for information*].

7. HIGH SCHOOL – To receive an update from the Senior Students Team at Droitwich Spa High School [*if appropriate*]

8. YOUTH COUNCIL – To receive an update on the arrangements for the Youth Council [*if appropriate*]

9. COUNCIL ESTIMATES & PRECEPT 2024/2025

Full Report and Financial Papers previously attached with Agendas for Community & Amenities Committee and Resources Committee on 15 January 2024. To receive and consider the following:

(a) The recommendations of the Community and Amenities Committee upon the estimates pertinent to budgets within the control of that Committee [*see Draft Minute 274 of Community and Amenities Committee 15 January 2024*]

(b) The recommendations of the Resources Committee for the setting of estimates for the financial year 1 April 2024 to 31 March 2025 and to set the precept request [*see Draft Minute No's 288 & 289 of Resources Committee 15 January 2024*]

10. Investment Policy Review and Options – To coincide from the new Administration in May 2023 and consideration of the ongoing strategic priorities outlined within the Financial Report produced to support the estimates, budget setting and precept calculations in January 2024, it is important to review investment and reserve position options. The following linked information has been recommended for consideration of suitable options by Worcestershire CALC and the Internal Auditor during 2023.

[The Public Sector Deposit Fund | CCLA](#)

Recent Bank Base Rate increases have started to improve savings rate potential which is relevant for reviewing the investment policy and options. **The recommendation is that this item is now considered at an early opportunity given that Town Council financial reserves are in a positive position and exceed the recommended minimum threshold.** Indicative current yield rates are included within the Financial Report to accompany the budget setting- January 2024.

From the Draft Estimates, Budgets and Precept Report 2024/2025 (reference page 4 , point 19 , bullet 4 “Investment Return Options “ – to consider the suggestion of

investing £100K General Reserve in the Public Sector Deposit Fund/ CCLA on a rolling six months renewal arrangement.

11. COMMUNITY LEGACY FUNDING

To confirm that pursuant to Minute Number 232/2023-24 of the Meeting of Full Council held on 18 December 2023, that a funding application (Stage 1 – Expression of Interest) is currently being prepared for submission with regard to the Museum project proposals. It is anticipated to send the application by 17th January 2024 [*for information*].

12. COMMUNITY OWNERSHIP FUNDS- To provide information as outlined on the attached correspondence from the Central Government - Department for Levelling Up, Housing and Communities. The funding opportunity is open to incorporated organisations or Town / Parish Councils. The Fund overall will run until March 2025 with bidding windows aligned to financial years. More information including the prospectus for bidding round three can be found at www.gov.uk/government/publications/community-ownership-fund-prospectus/community-ownership-fund-prospectus--3

The Information has been provided by the Mid Worcestershire Member of Parliament – Nigel Huddleston. Details have been emailed to all DSTC Elected Members on 7th December 2023 and can be shared through wider networks [*for information*].

13. NEIGHBOURHOOD DEVELOPMENT PLAN (NDP) PROJECT REPORT – To receive an update report from Councillor GR Brookes in his capacity as the designated Town Council Member with responsibility for the project, including Communications & Liaison and the Steering Group. The previous report was included as part of Full Council on 18 December 2023 - Minute Number 239/2023-24 refers. A Steering Group Meeting is scheduled for Thursday 18th January 2024 to interpret and progress the consultation results and comments from October 2023. The full details collated in to reports format and dated December 2023 will be attached to the Town Council website, (NDP section) shortly afterwards. Other Key points for the overall NDP project to update on include,

> An approach made to the WDC Droitwich Spa Place Board on 7th December 2023 to consider viability of existing WDC car parking land as defined within the Droitwich Spa Town Centre Prospectus (May 2022) towards consideration for developable sites for housing.

> The Design Codes and Guidance Report finalised with AECOM and dated November 2023.

> Initial structure for outlining suggested policies for inclusion within the draft NDP.

14. To receive and consider the Minutes of the under-mentioned meetings:-

1. Planning Committee – 15 January 2024 [*to follow*]
2. Resources Committee- 15 January 2024[*to follow*]
3. Community & Amenities Committee – 15 January 2024[*to follow*]

15. WYCHAVON DISTRICT COUNCIL – DROITWICH SPA PLACE BOARD UPDATE –

To receive an update on Place Board project work from Councillor AM Sinton [*for information*].

16. COUNTY COUNCIL MATTERS- To receive reports on County Council matters *[if appropriate]*

17. Hereford & Worcester Fire & Rescue Service (HWFRS) public consultation exercise on the Service's Resource Review proposals. To update on the attached public consultation details. The consultation ends on 4th March 2024 with recommendations set to be reported to the Fire Authority during June 2024 *[for information]*.

18. DISTRICT COUNCIL MATTERS – To receive reports on District Council matters *[if appropriate]*

19. To consider a Motion for Creation of a Sustainability Panel .To receive and consider the following motion proposed by Councillor N Franks.

Motion

I call on the Councillors of Droitwich Spa Town Council to vote in favour for the creation of a Droitwich Spa Town Council Sustainability Panel, which can look to provide advice to the Town Council through a large range of activities, including (but not limited to):

- Meet officially around nine times per year.
- Scope the responsibility of the Town Council in terms of CO2 emissions.
- Investigate the amount of CO2 emissions that the Town Council is responsible for.
- Investigate the negative emissions resulting from the Town Council.
- Use the evidence to determine a Carbon Footprint.
- Work with Council Staff to create the procedures to keep an up-to-date record of emissions and report the Carbon Footprint on an annual basis.
- Investigate the various ways to improve on the established Carbon Footprint through energy-efficiency measures, renewable energy projects, bio diversity projects and where possible, other types of negative emissions projects.
- Investigations will not only look at the emissions, but the societal and economic impacts, community engagement, areas of further investigation, technical areas, connecting to other positive ideas in our community or being the starting position for other positive connected projects.
- Evaluate planned works to Droitwich Spa by other public and private entities and make recommendations on environmental improvements.
- The Panel will seek to educate the Town Council through their own investigations and by inviting experts where possible.
- The Panel will look to communicate the investigations to Councillors, so that we can discuss the best way forward.
- The investigations will help the Panel to develop a long-term plan of action, so the Council is ready to take advantage of any opportunity to improve, such as applying for grants.
- The Panel will look to get Droitwich Residents involved in the Sustainability Panel's work.

20. To consider a Motion for An Annual Survey of Droitwich Spa Town Council .To receive and consider the following motion proposed by Councillor N Franks.

Motion

The motion is for Droitwich Spa Town Council, through the most appropriate committee, to undertake an annual survey of Town Council staff and volunteers to ensure:

- They have the required resources they need to undertake their role.
- Their suggestions are recorded and considered for, but not limited to, improving health & safety, work practices, work contract conditions, cost savings & efficiency measures, environmental improvements, as well as satisfaction in the job.
- An Employee Assistance Programme is provided and meets their potential needs.

21. To consider a Motion for Remembering Colonel Rainsborough .To receive and consider the following motion proposed by Councillor N Franks.

Motion

I am asking Droitwich Town Councillors to each undertake some research of their own on Colonel Rainsborough. Then, at a later Council meeting, perhaps this March or April, to discuss if the Council would like to provide some form of memorial to Colonel Rainsborough and what form(s) that might take?

Sources of information:

<https://thehistoryofparliament.wordpress.com/2013/04/18/col-thomas-rainborowe-the-poorest-he-that-is-in-england-hath-a-right-to-live-as-the-greatest-he/>

<https://www.londonremembers.com/memorials/thomas-rainsborough>

https://en.wikipedia.org/wiki/Thomas_Rainsborough

<https://spartacus-educational.com/STUrainsborough.htm>

Colonel Rainsborough: " ...for really I thinke that the poorest hee that is in England hath a life to live as the greatest hee; and therefore truly, Sir, I thinke itt's cleare, that every man that is to live under a Governement ought first by his owne consent to putt himself under that Governement; and I do think that the poorest man in England is not at all bound in a strict sense to that Government that he hath not had a voice to put Himself under." (Putney Debates record book 1647, Worcester College, Oxford, MS 65. Spelling and capitalisation as in the original manuscript".)

22. To consider a Motion regarding the Neighbourhood Plan Project Questionnaire Responses – autumn 2023. To receive and consider the following motion proposed by Councillor RP Hopkins.

At the December Full Council Meeting, I expressed my concern over the poor response to the Neighbourhood Plan Questionnaire which was intended to find out residents' views on the future of Housing Development in the Parish in future years up to 2040. I believe that a response from only +/- 4% of the adult population of Droitwich Spa is due partly to the choice to use the Postal Services Junk Mail Delivery Service which was clearly inappropriate as most residents bin the documents immediately without reference to the content which is usually full of Pizza or Curry Ads. This view is supported by the fact that members of the Council from both Conservative and Opposition Groups stated that they, and many residents they know of, had no recollection of receiving the Council's notice in September 2023. Therefore, I do not believe that the Council should accept this result as final without making a further attempt to promote the project.

The Motion to the Council is that the Neighbourhood Plan Group be requested to reopen the Questionnaire to the Public and support this using Social Media Advertising designed to promote the future expected benefits for residents of the parish arising from the project.

Distribution:

All Members of the Town Council

Agenda for Information to:

County & District Councillors for Droitwich Spa

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