

# Droitwich Spa Town Council

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

Telephone: 01905 774258

11<sup>th</sup> June 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 17 June 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.

## AGENDA

1. Apologies
2. Declarations of interests
3. To confirm as a correct record the Minutes of the Meeting of Council held on 29<sup>th</sup> April 2024 at the Council Chamber, St Richards House *[attached]*.
4. To confirm as a correct record the Minutes of the Meeting of The Annual Council held on 13<sup>th</sup> May 2024 at the Community Hall *[attached]*.
5. MAYOR'S ANNOUNCEMENTS

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 from the Youth Council *[if appropriate]*
9. INTERNAL AUDITORS YEAR END REPORT FOR PERIOD ENDED 31<sup>ST</sup> MARCH 2024.- To receive and approve the Internal Auditors Report and Recommendations as presented *[report attached for information]*.
10. GOVERNANCE STATEMENT - To receive and approve the Town Council’s Annual Governance Statement made as part of the Annual Return report for year ended 31 March 2024 *[Governance Statement and Annual Return attached for information]*.
11. ANNUAL ACCOUNTS - To receive and approve the Town Council’s Annual Accounts pertinent to the Town Council’s Accounts and Annual Return report for year ended 31 March 2024 *[Accounts and Annual Return attached for information]*.
12. 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 29 April 2024 - Minute Number 424/2023-24 refers. The Clerk is meeting with the Consultant on 12<sup>th</sup> June 2024 to review progress on the draft policy content. The next Steering Group Meeting is anticipated during July – with details to be notified in due course *[for information]*.
13. To receive and consider the Minutes of the under-mentioned meetings:-
  1. Planning Committee – 3<sup>rd</sup> June 2024 *[attached]*
  2. Community & Amenities Committee – 3<sup>rd</sup> June 2024 *[attached]*
  3. Resources Committee- – 3<sup>rd</sup> June 2024 *[attached]*
14. WYCHAVON DISTRICT COUNCIL – DROITWICH SPA PLACE BOARD UPDATE – To receive an update on Place Board project work from Councillor AM Sinton *[for information]*.
15. COUNTY COUNCIL MATTERS- To receive reports on County Council matters *[if appropriate]*
16. DISTRICT COUNCIL MATTERS – To receive reports on District Council matters *[if appropriate]*

17. PROPOSAL FOR CONSIDERATION OF A DEMENTIA AWARENESS TRAINING PROGRAMME TO SUPPORT LOCAL BUSINESSES & SHOP WORKERS- To consider the attached proposal put forward by Councillor R Deller. The Town Council has previously pledged support for the principle of assistance for those persons and families affected by Dementia. This was through the Full Council in January 2017 and later through the Community & Amenities Committee during 2017/2018 – minute reference 229/2017/2018 refers.

18. ACCOUNTS FOR PAYMENT. *[lists to follow]*

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