

# Droitwich Spa Town Council

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

Telephone: 01905 774258

28<sup>th</sup> October 2024

You are hereby summoned to an Extra- ordinary Meeting of Droitwich Spa Town Council to be held at the Council Chamber, St Richards House, Droitwich Spa, WR9 8DS on **Monday 4 November 2024** at 6.30pm or at the conclusion of the preceding Planning and Community & Amenities Meetings, whichever is the earliest.



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.

## A G E N D A

1. Apologies
2. Declarations of interests
3. 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.*

4. Mayoral Charity Arrangements 2023/2024 – Deferred from the Agenda Item 16 of the Resources Committee Meeting held on 21<sup>st</sup> October 2024.

Pursuant to draft minute reference 182-2024/2025 of the Full Council meeting held on 23<sup>rd</sup> September 2024. To conform to the recommendations of the Internal Auditors Independent Review and resultant report received on 6<sup>th</sup> September 2024, the attached summary details the actions required for the Town Council. This is conducive towards satisfactorily addressing all of the outstanding matters as identified by Officers and the Internal Auditor over the financial arrangements connected with the Mayoral Charity Fund raising 2023/2024 [*summary report detailing necessary actions & timescales, with background information provided - see attached*].

**Distribution:**

All Members of the Town Council

Agenda for Information to:  
County & District Councillors for Droitwich Spa  
Subscribers  
Press