Droitwich Spa Town Council

MINUTES of the meeting of the COMMUNITY AND AMENITIES COMMITTEE held at the Council Chamber, St Richards House, Victoria Square, Droitwich Spa on Monday 8 June 2026 at 6.09 pm.

PRESENT:

Councillor Mrs C Bowden (Chairman)
Councillor EJ Bowden
Councillor PD Clements
Councillor DI Davidson
Councillor Mrs K Fellows
Councillor N Franks
Councillor RJ Morris

NON-MEMBERS PRESENT: Councillors S Brazier, GR Brookes, Mrs JM Chaudry, J Grady, VP Humphries & AM Sinton.

APOLOGIES FOR ABSENCE: Councillors R Deller & RP Hopkins

PUBLIC QUESTIONS
There were none received.

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37. DECLARATIONS OF INTERESTS
There were none received.

38. To confirm as a correct record the Minutes of the Meeting of the Committee held on 13 April 2026

RESOLVED That the Minutes of the Meeting of the Community & Amenities Committee held on 13 April 2026 be confirmed as a correct record and signed by the Chairman.

39. To note the Membership and Chairmanship of the Committee as resolved at the Annual Council Meeting held on 11th May 2026 *[details at end of agenda]*

RESOLVED That the information be noted.

40. Grants Appraisal sub- Committee – 5th June 2026 – To consider the recommendation from the sub-Committee meeting as outlined on the attached updated schedule of grant applications *[summary attached with Agenda]*.

The Clerk explained the recommendations. These being

- the Droitwich Library – purchase of new furniture to improve the children's area of the library £1000.00 (Section 19 Statute).
- Droitwich Cycling, Walking and Wheeling Group – Bike repair hub £500.00 (Section 19 Statute).

The Droitwich Cycling, Walking and Wheeling Group application is agreed in principle subject to more details of the tangible purchase for the Grant being provided by the originating Group (requested 9th June). The Library award has special consideration towards the National Year of Reading Initiative during 2026 and collaborative working with DSTC for this and other strategic projects (for example Winslow Thanksgiving in November). The Clerk explained that these special considerations exceeded the budget provision for the Community Grants

2026/27 in which case the caveat obligation to increase the fund by £1,000.00 from contingencies will now apply (effectively to cover the £6,000.00 awarded commitments made). This will determine that the grant fund is now closed for any further applications until the ensuing period 2027/2028 effective from 1st April 2027.

The Clerk updated that the additional £3,000.00 allocated in the 2026/2027 budget within the Community Grants fund for small enrichment grants will be paid to Droitwich CVS to enable them to facilitate and means test the component awards through their existing scheme and networks. This arrangement is well placed to ensure the funds are appropriately and fairly paid for the benefit of local families in most need and in genuine financial hardship. The objective of the scheme is to provide small awards to enable holiday days out or clubs' membership ideally during the period of the school's summer holidays through later July and August. CVS have graciously agreed to assist the Town Council administer this initiative and a small additional management fee will be incurred to cover their overheads (suggested as £300 representative as 10% of the fund being dispersed). Full means test, validation and award details will be retained to verify the considerations and payments for auditing purposes. The total funding payment will be paid to CVS on the 15th June coinciding with the Annual Resources & Sustainability Support Grant. These will be domiciled as two separate payments in order to differentiate between the general annual funding support and the special enrichment funding imitative for accounting purposes.

There were no questions arising. Councillor RJ Morris acknowledged that CVS were well placed to support in the efficient delivery of the enrichment funding and had extensive local knowledge and contacts for the sector.

RESOLVED (A) To ratify and confirm the recommendations made by the Grants Appraisal sub-committee from its meeting of 5th June 2026 as follows – including the Statute Power of Award as outlined for each. Total award value = £1500.00.

Applicant	Amount of Grant requested	Section of Statute
Droitwich Library – Children's Reading Area furniture	£1000.00	S19
Droitwich Cycling, Walking and Wheeling Group – Bike repair hub – **Subject to final verification**	£500.00	S19

(B) To award the £3,000.00 enrichment funding for administration and dispersal through Droitwich CVS under Section 137 Statute- "for 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".

388. Street Furniture & Maintenance Update –To confirm that the following have been actioned over recent weeks *[for information]*.

- Replacement new bench fitted at bus stop adjacent to Worcester Road Filling Station at Falsome Pits/ Copcut.
- Repaint and fabrication repairs carried out as part of rolling program of maintenance to existing bus shelters at Falsome Pits / Copcut (opposite Worcester Road filling station forecourt) and nearest to Tagwell / Worcester Road junction traffic lights (next to shops).
- As resolved two additional dog waste bins signed off with WDC with provision for cleaning and emptying contracts. Locations are College Green and vicinity of Steynors Avenue.

The Clerk updated the information. Councillor RP Hopkins raised that warning signs for financial penalties and civil action attributed to dog fouling should be more prominent and widely displayed. He gave examples of dog mess affecting areas including the High Street and expressed the opinion that the public awareness should be improved.
The Clerk replied that the responsibility for signage and any enforcement considerations would be matters for Wychavon District Council and Worcestershire Regulatory Services. Councillor S Brazier updated that she has a scheduled virtual meeting with the Lead Officer for Wychavon District Council on various matters including fly tipping and litter nuisances. She offered to include Councillor Hopkins comments within the discussion agenda to help interpret the options available.

RESOLVED That the information be noted.

389. Christmas Lighting – To update that WCC Street Lighting have introduced revisions to the Street scape policy with effect from January 2026. This potentially impacts some of the existing attachments used for the annual Christmas Lighting arrangements. Officers are coordinating a site meeting during mid -April to include representatives from WCC Street Lighting and the Festive Lighting Contractors in order to ascertain and consider suitable amendments for the layout. Any changes or matters arising for the scheme will be updated through this committee in due course. The Clerk summarised the position and confirmed the stakeholder meeting takes place on 15th April. There were no questions arising.

RESOLVED That the information be noted.

390. UK Town of Culture 2028 – To confirm submission of the Expression of Interest as at 30th March 2026. Full details of the partnership submission with Droitwich Spa Place Board to be updated as part of the scheduled Full Council meeting on 27 April 2026.

RESOLVED That the information be noted.

391. Charter Market – To notify that a change in the Service Providers operating partnership will necessitate an amendment to be made to the Contract. This is being included in the annual update and review for the Contract and Operators Insurance arrangements which takes in place in April. It is not anticipated that there will be any changes to the layout and trading operation of the weekly Friday Charter and monthly markets (second Saturday monthly). The Clerk summarised the position and confirmed that a revised contract had been prepared with the partnership for the Operating of the Market as at 10th April 2026. There were no questions arising.

Councillor S Brazier asked that a Market sub-committee meeting be arranged with the Operators over the next month or so to help support and continue taking ideas for growth of the markets forward. Councillor DI Davidson encouraged Members to make suggestions and recommend vendors interested in joining the Weekly Charter and/ or monthly markets.

RESOLVED That the information be noted.

392. Heritage Centre – Initial Proposal to review operating hours for public opening. Following the success of the refurbishment project and recent official opening on 20th March 2026 a review of the opening hours for the Centre is now suggested. This is conducive towards a more seasonal approach during the year, showcasing the asset and maximising the potential and appeal for tourists, and visitors, especially during peak season, weekends and bank holidays. The Proposal will require careful consultation and engagement with the valued team of volunteers, as well as consideration & negotiation towards the existing contractual terms and the work pattern preference arrangements of the Heritage Managers. To assist undertaking the review over forthcoming weeks – a visitor survey is continuing in place and various peer museum opening arrangements are being researched. This outlook is towards reaching a suitable template that can be adopted as bespoke for the Droitwich Spa Heritage Centre opening arrangements for the future. Further details will be updated as the review proceeds.

The Clerk explained the position as outlined on the agenda and the steps being taken forward for the review of options for further consideration. There were no questions arising. By consensus the proposed review was considered a positive move and well timed to coincide with the refurbishment project success and maximising interest and impact for the Heritage Centre asset.

The meeting concluded at 6.46pm

Chairman of Committee .....
8 June 2026

Chairman of Council
27 April 2026 .....