

TOWN CLERK REPORT

1 INTRODUCTION

Please find below the usual monthly Town Clerk report, showing the main current areas of work so that Cllrs and residents are kept up-to-date.

2 LOCAL GOVERNMENT RE-ORGANISATION

Regular meetings between myself and the RFO with relevant RDC officers have continued.

As trailed at the last meeting, an initial Forward Plan report has been prepared for Cllrs to help :

1 Make sure issues and risks are identified and managed before any transfers.

2 Enable the Town Council to forward plan the work involved when new assets are taken on.

In addition, RDC are continuing to look into one of the Galley Hill car parks being added to the Green list and we'll keep you updated.

3 PEBSHAM RECREATION GROUND

The M of U has been signed and we're now waiting for the License agreement from RDC that will need to be agreed before works can start.

The contractors has been asked to provide all necessary paperwork, including proof of insurance, Method Statement and Risk Assessment for the works and these have all been received.

We hope the work can begin in around 10 weeks from now.

4 ADDITIONAL PREMISES

All the points raised by the Council in respect of the Heads of Terms have been accepted by the Letting Agents and we are now waiting for the full lease agreement.

5 SECURITY ARRANGEMENTS FOR MEETINGS

The staff are putting in place the new arrangements.

6 DOMESDAY PROJECT

Following the feedback at the last meeting, a revised version of the 1-year agreement has been circulated to Cllrs for consideration.

A report on the first 3 years of the project is also being circulated.

7 FOIA REQUESTS

There have been none received since the last Town Council meeting.

8 FOUNTAINS PROJECT

A briefing meeting for all Cllrs by the Neighbourhood Board is being organized. Any decisions will be considered after this briefing.

9 HOTEL FEASIBILITY STUDY

The Tender is being issued shortly. I am on the assessment panel for the responses to the tender and the Neighbourhood Board hope to confirm a chosen organisation to carry out the study in the next few weeks.

10 CIL FUNDING AWARDS

The RFO has presented a report to this meeting so that Cllrs can be clear on policy and process before the applications are considered at the July meeting of Full Council.

11 WEBSITE

New website is live ! – it's clearer, more user-friendly and crucially more 'accessible' than before.

As well as making these changes to the website, work is also underway to make sure the documents and other items posted to the website also follow the guidelines for greater accessibility.

Please do have a look at the site and let us know any feedback.

Well done to the team for a great job on this!

12 TOILETS

The RFO has brought the Licence Agreement to this meeting.

13 BUS SHELTERS

Discussions are continuing on possible designs and financial arrangements for some potential new bus stops, and a further update will come to Full Council in due course.

14 CO-OPTION

As Cllrs are aware, RDC have confirmed that there was not the required request from 10 electors for a by election to be held.

As there is no by-election, the current vacant seat will have to be filled by Co-Option.

This is being advertised and then the applications can be considered by the Town Council.

15 POLICIES

Work continues and there will be a report to the Town Council in due course.

16 CIVIC BOOKLET

The final draft is being reviewed ahead of publication.

17 SCULPTURE

An update report was considered by the Amenities Committee – work looking into this matter continues and a report will come to Full Council in due course.

18 STAFFING

Welcome to Andrew and Callum, our new Cleaning Operatives, and Rashid, our new Town Ranger.

19 ITEMS WITH NO NEW UPDATE SINCE MAY FULL COUNCIL**MODULAR TOILETS****GRASS MATTING****NEIGHBOURHOOD PLAN****20 CONCLUSION**

I hope that this has provided a useful summary of our key work at this busy time. Please let me know any queries or feedback.