

Clerks Report

Committee	Agenda Item No:	Date of Council meeting	Issue	Log	Current Status - RAG 0-3 mths Green 3-6 mths Amber Over 6 mths Red Over 1 year Dark Red	Time Taken Months
Rec & Env	180204	27/02/2018	Skateramp Refurbishment	<p>Sept 20: Work to surface rectified.</p> <p>Oct 20: Additional work (R19/202) to skatepark commissioned (removing fence, drainage)</p> <p>4 Nov - Work undertaken -awaiting on price on reinstalling benches</p>	Ongoing	
Town Council	18/038	15/05/2018	ARC Bar Lease	<p>Aug 19: Contacted Alex - Gas is not mentioned in the services. Alex stated this is an error and can be amended.</p> <p>Jan 20: Teething issues regarding the fine detail. Emailed Alex for clarification.</p> <p>October 20: From alex reduction in rent will have no impact on lease. Can issue formal letter if required.</p>	Partially Complete Schedule of dilipdations to be finalised	
Town Council Finance & Facilities	18/160	16/10/2018	NATC are managing trustees of Stratton Bates Charity	<p>131020 F20/063 Recommendation 1: That further enquiries are made in respect of the Charity with the Charity Commission.</p> <p>031120: Query sent to Charity Commission - It appears that the land was transferred from Town Trust to NATC absolute in 1959 so does this still reman a charity? Requested Articles of Charity from registration in 1962.</p> <p>021220: Response from solicitor is that it remains a charity and the land is not a council asset but held in the charity.</p>	Ongoing	
Town Council	19/013	22/01/2019	Cllrs attendance record to be on website - Referred to next meeting	<p>Councillors Report includes Attendance/Non-Attendance, projects, training etc is to be displayed on the website.</p> <p>260219 - 19/041 : Record will be created and up loaded on to website</p> <p>October 2019: Commenced designing template</p> <p>October 2020: Ready to upload but subject to Accessibility regs</p>	Ongoing	
Rec & Env	R19/012	29/01/2019	Stratton Bates Car Park	<p>080720 R20/024 RESOLVED: To close off the existing carpark with a removable bollard, erect 'do not park on the grass' signs between the trees along Rosebery Road, inform the Youth Football Club and notify residents on Rosebery Road.</p> <p>211020: Signs delivered</p> <p>Nov 20: Removeable bollard ordered. Awaiting date for installation</p> <p>R20/049: To investigate a 'sleeping policeman' at the entrance to Stratton Bates Recreation Ground.</p> <p>Dec 20: Removeable bollard installed at car park</p> <p>Jan 21: Cones ordered and plan for cones sent to Hampshire County Council</p>	Ongoing	
Rec & Env	R19/015	29/01/2019	New Allotments	<p>151020: Contact made with Carter Jonas to find out proposed rent</p> <p>Nov 20 -received confirmation from Winchester Council that new allotments would not require a change of use. Carter Jonas are drawing up draft 'Heads of Terms'. Obtaining quotes for ecological survey</p> <p>R20/069: RESOLVED To approve quote for £630 from CC Ecology</p> <p>6 Jan 21- Survey undertaken on site. Awaiting report</p>	Ongoing	

Town Council Planning	19/104 19/115	09/07/2019	Parking strategy for Alresford	<p>July 20: Trader parking to be merged with parking strategy</p> <p>070720- P20/023 -RESOLVED: That the Planning Committee budget is increased by £10,000 for the year 2020/21 for the Car Parking Strategy</p> <p>201120: Telephone payment to be available in all carparks from Nov 23</p>	Ongoing	
Planning	P19/092	30/07/2019	Design Statement	<p>131020 P20/085 RESOLUTION: It was proposed that the Planning Committee accept Troy Planning & Design as consultants to NATC for the New Alresford Design Statement and ask that Full Town Council ratify this decision.</p> <p>271020 20/134 RESOLVED: That the Consultants Troy is approved to assist with New Alresford Design Statement at a fee of £9,950.00</p> <p>251120: Initial meeting with Troy. Troy will meet with WCC Planning in December to align current policy guidance and begin image gathering.</p> <p>Troy to conduct a self guided tour of Alresford in January. Plan Committee to have meeting with Troy in March 2021.</p>	Ongoing	
Com & Tourism	ET19/049	03/09/2019	Communications Strategy	<p>In order to communicate with other groups and organisations in the town this committee agree that they should all be regularly invited to Economy & Tourism committee meetings to give updates on promoting and developing events. This would enable the public to get a more comprehensive view on what is going on in the town. The clerk will investigate NATC software provider to see if it would be possible to insert a rolling calendar into the town council website.</p> <p>011019: Rolling calendar on website</p> <p>140720 F20/031 RESOLVED: That the office review both the policy and strategy and report back with a draft document for consideration.</p> <p>191220: Comms & Engagement Strategy submitted for review to Chair & Town Clerk</p> <p>190121: Strategy submitted for review by Chair & Town Clerk</p>	Ongoing	
Town Council Com & Tourism	19/140	17/09/2019	West Street telephone kiosk	<p>151220: The addition of a floor covering, and extra wall displays will be costed but expenditure will be dependent on the remaining budget</p> <p>190121: Ideas to complete kiosk to be brought to next meeting in February £1200 budget remaining.</p> <p>160221: No further work on the interior of the phone box pending identification of a leak. SE to investigate. It was suggested remaining budget to cover cost of repairs if necessary. However, proceed with painting of exterior crests in gold as per original spec and consider floral displays for exterior.</p>	Ongoing	
Rec & Env	R19/098	08/10/2019	Tree planting/Plan	<p>R20/066 RESOLVED Quote for £650 from Chris Matthews to plant new trees is approved</p> <p>R20/071 RESOLVED To approve up to £1100 for spend on trees at Arlebury Park</p> <p>Tree planting scheduled at Arlebury Park for end of Jan 21</p> <p>Jan 21: 10 trees planted at Arlebury Park</p>	Ongoing	

Finance & Facilities Town Council	F119/102	10/12/2019	NATC Strategy	<p>Recommendation 1: To be deferred to the next Municipal year 2020/21. Clerk to submit report to Committee</p> <p>140720 F20/027 Recommendation 2: £5000.00 Strategy development is referred to Town Council</p> <p>090920 F20/043 RESOLVED: To request £5000.00 funding for NATC Strategy and additional ARC repairs £11,000.00 from Town Council</p> <p>210920 20/105 RESOLVED: That the funding for the NATC Strategy development to the cost of £5000.00 is approved.</p> <p>The debate suggested that the Strategy is incorporated into the Design Statement consultation.</p>	Ongoing	
Town Council Rec & Env	19/227	28/01/2020	Alresford Town Football Club	<p>090920 F20/042 Recommendation 1. The Sports Lease Working Group, Adult Football to be recharged as per previous set up unless otherwise notified by the Football Club. The use of the showers should be at a charge to all sports groups including the Women's football.</p> <p>271020 20/133 RESOLVED: That NATC legal consultant be engaged to offer advice regarding type of agreements and draft documents in relation to Alresford Town Football Club and Alresford Town Youth Football Club using NATC facilities</p> <p>031120: Email to solicitor requesting template/draft documents</p> <p>Dec 20 -Draft template received from solicitor. Contact details of Southampton Womens Club and constitution received from ATFC</p>	Ongoing	
Town Council Rec & Env	19/256	25/02/2020	Tennis Club Lease	<p>RESOLVED: To approve to offer the Tennis Club an interim one-year licence.</p> <p>Sept 20: Referred to Sports Working Group</p>	Ongoing	
Town Council	19/257	25/02/2020	River Path Working Group	<p>RESOLVED: That a River Path working Group is set up to address the issues along the River path. Councillors BEAN, GORDON-SMITH and SPROTT will be members of the Working Group.</p>	Ongoing	
Rec & Env	R19/156	03/03/2020	Unauthorised parking at Arlebury Park car park	<p>RESOLVED: Obtain quote for bollards on grass at Arlebury Park</p> <p>Recommendation 1: Investigate suitable areas and cost of protecting the grass area around the car park with wooden posts. Contact the Football Club and Rugby Club about coning off the hatched area by the gate during matches and request a contribution from the Club towards the cost of installing the posts.</p> <p>Recommendation 2: All Councillors be provided with the padlock code to the gate at Arlebury Park and reminded not to disclose.</p> <p>180620: All councillors provided with code for side gate. Recc 2 complete.</p> <p>Nov 2020 - awaiting quote for bollards. SJ met with AB to discuss planters as an alternative</p>	Ongoing	
Finance & Facilities	F119/140	10/03/2020	New Alresford Bins	<p>The Clerk advised that together with WCC had conducted a review of the all the dog and dual bins in the town. The Clerk is working with WCC to finalise and agree the location, bin collections and invoices</p> <p>231220: Email sent to credit control WCC requesting definitive response to invoices</p> <p>210121: Liaise with WCC credit control and NATC will only be invoiced for 2020/21</p>	Ongoing	

Town Council	19/264 iv	09/04/2020	The Arlebury Limited	271020 20/137 RESOLVED: That rent be charged a reduced rate of 50% and the service charge to be at full charge to be reviewed in three months Nov 20: Second close down, directors request rent freeze 241120 20/161 RESOLVED: That if the government regulations deem that the Arlebury Limited must close and is not allowed to open their will be zero rent.	Ongoing	
Town Council	19/264 iii	09/04/2020	COVID-19 Response	RESOLVED: That a Working Group is created to address the Pop-Up Measures in the town. 051020: 2nd stakeholder meetings with WCC and HCC 051120: Team Leaders meeting to reactivate Support network, Social media updated	Ongoing	
Finance & Facilities	F20/012	09/06/2020	Ear Marked Reserves	RESOLVED: That all Earmarked Reserve reports are updated and referred to Town Council for approval.	Ongoing	
Com & Tourism Town Council Com & Tourism	CT20/013	16/06/2020	Automotive Show	Recommendation 1: That JJ produce a detailed event plan for New Alresford Automotive Show for consideration at Full Town Council meeting on 26th January 2021 190121: Following JJ's presentation of a scaled down version of the Automotive Show in line with COVID, JJ to produce detail event plan for consideration at February C&T meeting, prior to consideration at Town Council meeting 160221 CT20/89 RESOLVED: That a working group to continue to develop the NAAS event plan within the context of developing government guidance be approved. To report at every meeting.	Ongoing	
Rec & Env	R20/029	08/07/2020	Open Space Bins	241120 20/156 RESOLVED: That further quotes are obtained regarding the installation of three bins for the open spaces. Dec 20 - NATTA installing bins free of charge. One bin installed awaiting on two at Sun Hill Rec 130121 R20/082 RESOLVED: That purchase of three bins from Amberol, one for Arlebury Park, and two for Sun Hill Recreation Ground, be approved for a total cost of £1056.25	Ongoing	
Town Council	20/083	28/07/2020	Hybrid equipment	RESOLVED: That hybrid equipment is purchased such as a TV Screen, TV Stand, microphone and webcam to enable conferencing facilities for future Council Meetings. 290121: Hybrid equipment ordered. 060221: All hybrid equipment delivered	Completed	7
Town Council	20/135	27/10/2020	Watercress Festival	271020 20/135 RESOLVED: That the Watercress Festival can be held at Arlebury Park in 2021 in principle and will be subject to a fee, Memorandum of Understanding and an agreement with the Football Club regarding use of pitch. Dec 21: Claire has been in communications with Football and they request that they take care in the goal areas Jan 21: Draft Agreement sent to Claire for review. 170221: Watercress Festival advise they will not be hosting the Festival and moving to a virtual event	Completed	5

Town Council	20/157	24/11/2020	Winchester Basic Bank	<p>RESOLVED: That Winchester Basic Bank is supported by offering the Lower Meeting Room of the Alresford Recreation Centre on a temporary basis to operate as a satellite branch on a temporary measure be approved</p> <p>Dec 20: 24 families collected week prior to Xmas, increase from 2 families</p> <p>260121 20/192 RESOLVED: That Winchester Basic Bank use of the Lower meeting room at Alresford Recreation Centre for as long as it is needed</p>	Completed	4
Town Council	20/191	26/01/2021	Hambone Memorial	<p>RESOLVED: That New Alresford Town Council formally adopt Hambone Memorial.</p>	Completed	1