

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
Town Council Finance & Facilities	18/160	16/10/2018	NATC are managing trustees of Stratton Bates Charity	<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 remain 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> <p>051021: Following training Stratton Bates Pavillion is the charities asset and this should be reflected in the asset register that NATC hold the building as sole corporate trustees</p>	Ongoing	
Operations & Resources	OR21/026	13/07/2021	Independent IT Consultant	<p>041021: John Prince account manager visited office due to the number of complaints received. Has identified server is the issue and volume of data held on systems. Server is 9 years old and dated. The type of business we are no longer requires a server and providing Rialtas can be accessed via another means we could remove server and care pack. There is a lot of data on the system and if office can identify what can be archived the additional payments for Azure would cease.</p> <p>051021: Staff informed to spend 2 hours and archive data by 15/10/21</p> <p>110322: Email chaser sent to Technique re Rialtas system</p>	Ongoing	
Operations & Resources	OR21/040	14/09/2021	ARC Roof - Phase 2 Implementation	<p>08022022 Recommendation: Ridge to be asked for guidance on suitable scoring criteria for tender submissions, in order for the Council to prepare a scoring document to be attached to the Tender, and for Ridge to be invited to join the scoring panel.</p> <p>070322: Scoring criteria - 1 Price 40%, 2. Quality of submission 60%</p> <p>180322: Tender submitted on contract finder - Closing date 220422</p>	Ongoing	
Operations & Resources	R21/68	06/10/2021	Arlebury Park Car Park	<p>150322: OR21/121 Recommendation: That the maintenance fee is split equally 50/50, the 2 hours free parking remains, and Saturday charging is applied to Arlebury park to fall in line with the other Alresford car parks. That there is no run over clause and there is a break clause in the agreement. That the agreement is kept short 3 years.</p> <p>170322: WCC advise we can agree to 50% towards general maintenance costs, but we would have to put in clause that this wouldn't apply when the car park needs a full resurfacing or reconstruction. The cost of a full resurfacing or reconstruction would remain with the NATC.</p> <p>060422: WCC advised of the break clause requirement</p>	Ongoing	

Operations & Resources Town Council	OR21/059	15/11/2021	ARC Leaks/Plumbing	<p>010422: Boiler in changing room - no pressure. Call out plumber and dog leg pipes have been left which are still live</p> <p>060422: No hot water in kitchen, boiler in plant room no pressure. Call out plumber - boiler repressurized.</p> <p>080422: No heating on first floor boiler off, boiler reset.</p>	Ongoing	
Operations & Resources	OR21/088	11/01/2022	Fire Safety	<p>020322: Fire safety log books now online via Tio</p> <p>230322: Quote 2 supplier inspected building and will prepare quote for replacement fire alarm</p> <p>040422: Quote 3 supplier inspected building and will prepare quote</p>	Ongoing	
Operations & Resources	OR21/122	15/03/2022	Vodafone HoT	<p>Vodafone Heads of Terms reviewed.</p> <p>Recommendation: That a professional valuation is sought prior to responding to Vodafone.</p> <p>230322: Email sent to valuer requesting review of HoT</p> <p>060422: Chaser email sent. Responded with update of their thoughts re HoT</p> <p>070422: Proposal agreement signed and returned to valuer</p>	Ongoing	
Operations & Resources		12/10/2021	Redesign website	<p>110322: Arrangements made to meet with supplier 2 150322</p> <p>150322: Met with supplier 2 and requested quote for new website to include staff training</p> <p>060422: Quote from supplier 2 received</p>	Ongoing	