

## Clerks Report

Committee	Agenda Item No:	Date of Council meeting	Issue	Log	Current Status - RAG 0-3 mths <b>Green</b> 3-6 mths <b>Amber</b> Over 6 mths <b>Red</b> Over 1 year <b>Dark Red</b>	Time Taken Months
Town Council	18/038	15/05/2018	ARC Bar Lease	<p><b>Aug 19:</b> Contacted Alex - Gas is not mentioned in the services. Alex stated this is an error and can be amended.</p> <p><b>Jan 20:</b> Teething issues regarding the fine detail. Emailed Alex for clarification.</p> <p><b>October 20:</b> 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><b>031120:</b> 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><b>021220:</b> Response from solicitor is that it remains a charity and the land is not a council asset but held in the charity.</p> <p><b>051021:</b> 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	
Rec & Env	R19/015	29/01/2019	New Allotments	<p><b>250122 21/213 RESOLVED:</b> That a CIL funding bid application is submitted for the new allotments is approved</p> <p><b>300322:</b> CIL application submitted</p> <p><b>07072022:</b> Notified by WCC of aplication success, to be ratified at WCC Cabinet meeting in September 2022</p>	Ongoing	
Town Council	F119/102	10/12/2019	NATC Strategy	<p><b>230322:</b> NATC strategy meeting held with LCC agreed to consider themes that arise form Neighbourhood Plan engagement day in April</p> <p><b>060622:</b> Final Report and action timeline forwarded to LCC for consideration</p> <p><b>030722:</b> New survey questionnaires received for consideration and approval</p>	Ongoing	
Finance & Facilities	F20/046	09/09/2020	Health and Safety Consultants	<p><b>210122:</b> Policy forwarded to Russell for editing as agreed in O&amp;R</p> <p><b>240122:</b> Policy returned to TC to update, prior to circulation</p> <p><b>110722:</b> Draft H&amp;S Policy circulated</p>	Ongoing	
Planning	P20/092	03/11/2020	West Street Project Phase 2 - Pavement widening	<p><b>091121:</b> Meeting with Cllr J.Porter Has spoken to HCC engineers who are currently re-designing the project at a lower cost.</p> <p><b>030522:</b> The designers have sent the design to WCC Heritage Dept for comment.</p> <p><b>080622:</b> Heritage Department have requested further detailed drawings.</p>	Ongoing	
Town Council Planning	20/159	24/11/2020	The Broad Street Sidings	<p><b>220722:</b> Visit form HCC highways health and safety advise that all furniture must be removed from highway. Arrangements made fro planters to be removed 310722</p> <p><b>260722:</b> Email sent to HCC Councilors and WCC Councillor requesting assistance with the pedestrianisation project plan due to the length of time passed.</p> <p><b>250822:</b> Site meeting arranged for 26 September 22</p>	Ongoing	

Rec & Env	R20/084	13/01/2021	Stratton Bates Play Park Phase 2 - Planning	<b>12072022:</b> Decision taken to delay opening of playground until 06082022 due to establishing turf in heatwave <b>Augsut: Snagging issues identified to be worked thorough with Eibe.</b> <b>300822 22/084 RESOLVED: That the issues identified will be monitored and meetings with Eibe continue until all matters are addressed to a satisfactory conclusion.</b>	Ongoing	
Com & Tourism	CT20/101	23/03/2021	Working Group: SOPs for NATC Events	<b>20.9.21:</b> SOP was reviewed and comments from the Town Clerk were sent to the WG <b>19.10.21: The working group would review the document taking into consideration the comments submitted by the Town Clerk together with a review of the proposed charging structure for hiring NATC land.</b> <b>16.11.21: Update - WG unable to meet due to lack of availability.</b>	Ongoing	
Rec & Env	R20/132	07/04/2021	Open spaces policy and charges	Recc: To draw up a short policy on useage of open space/ charges	Ongoing	
Town Council	19/255	25/02/2020	Cogswell Memorial	<b>220722: Works scheduled for 17-19 August</b> <b>230822: The landscape works hve commenced and concrete poured, the lectern is in situ, the concrete needs to cure. The granite will be sited on 5th Sept and works completed on 6th.</b> <b>070922: Works complete, commence arranging opening ceremony</b>	Ongoing	3+
Planning			SUN HILL Development	<b>010622:</b> The following names conflicted checked with no issues - Endeavour, Archer, Fuggle, Challenger, Herald, Pioneer, Progress, Goldings, Keyworths, Bullion. <b>060622:</b> Further names conflict checked for decision at next planning meeting <b>050722 P22/025: That from the original list the Archer is removed and to add the following names.Whitebine, Tolhurst, Aureus, Defender, Bullion, Hopbine, Bramling, Malling, Mathon and Scuppet.</b>	Ongoing	
Operations & Resources	OR21/026	13/07/2021	Independent IT Consultant	<b>110322:</b> Email chaser sent to Technique re Rialtas system <b>200622: Email sent to IT WCC requesting independant review</b> <b>140722: WCC unable to assist</b>	Ongoing	
Rec & Env	R21/49	08/09/2021	Tree work following tree Inspection reports	<b>R21/67 RESOLVED:</b> To approve the quote from C & D Trees for £1175 to undertake the tree work recommended in the Tree Inspection reports, subject to any damage at Memorial Gardens being made good. Work at Stratton Bates complete. Tree work at Arlebury Park and Sun Hill Recreation ground completed 21/12/2021. Memorial Park work will be undertaken when ground conditions are suitable. <b>24052022 C22/010 RESOLVED:</b> That the quote for £345.80 from Hampshire Council Arboricultural Services to undertake an ash dieback survey of 24 trees is accepted Ash dieback survey undertaken 22/07/2022 <b>Aug 22: All tree works complete</b>	Completed	12
Operations & Resources	R21/68	06/10/2021	Arlebury Park Car Park	<b>190722: Feasibility study report received re EV charging points</b> <b>Aug 22: New signs erected by WCC</b> <b>310822: Meeting held with Joju and WCC, regarding the feasibility report to be updated regarding costs and options.</b>	Ongoing	

Rec & Env	R21/82	03/11/2021	Outdoor Gym Arlebury Park	<p><b>11072022:</b> Markings for gym, goalposts and pitch set out by surveyor</p> <p><b>12072022:</b> Goalposts moved to new position Outdoor Gym to be installed w/c 18072022</p> <p><b>210722:</b> Outdoor Gym installed and complete</p>	Completed	8
Rec & Env	R21/83	03/11/2021	Slope repairs Sun Hill Recreation Ground	<p><b>02122021 R21/100 RESOLVED:</b> To recommend to Council that 1M Civils Engineering are appointed to undertake the slope repairs work at a cost of £10,502.37</p> <p><b>Jan 22:</b> References being sought</p> <p><b>01022022:</b> Work declined by 1M Civils Engineering Quote being waited on from Alton Pumps</p>	Ongoing	
Rec & Env	R21/84	03/11/2021	Ball net/ boundary with Vivid at Arlebury Park	<p><b>Recommendation:</b> To clarify with NATTA what the gradient of the slope would be behind the hedge and suggest that they install a fence on the housing side of the hedge to limit anti-social behaviour and reduce the number of balls being kicked into the housing area.</p> <p><b>150222 -</b> Further contact made with NATTA. No response yet</p> <p>Meeting between NATC and NATTA/ Vivid to take place on 5th April 2022</p> <p>Information from Vivid about the access between the new footpath from The Dean into Arlebury Park is being chased</p> <p><b>260722:</b> For boundary fence to contain gate for security reasons</p>	Ongoing	
Rec & Env	R21/101	02/12/2021	Management of Allotments	<p><b>05012022 R21/116 Recommendation:</b> To invite the allotment Committee to a meeting to discuss a potential new agreement</p> <p><b>19012022:</b> Informal meeting with Chair of Allotment Society</p> <p><b>020322: Recommendation:</b> To investigate having an allotment manager</p>	Ongoing	
Town Council	21/124	26/10/2021	Dean Carpark	<p>The Town Clerk to write to WCC to ascertain the current status.</p> <p><b>091221:</b> Email sent to planning to ascertain current status</p> <p><b>210122:</b> No response received chaser sent</p> <p><b>230922: Metis Homes hosting public consultation to include 14 Apartments and public carpark of 42 spaces</b></p>	Completed	11
Operations & Resources Town Council	OR21/059	15/11/2021	ARC Leaks/Plumbing	<p><b>100622:</b> 3 x boilers at Arlebury Park serviced</p> <p><b>130622: Commence searching for facilities managers, One supplier attended and also requested quote for replacement Andrews boiler.</b></p> <p><b>080922: Chaser sent re quote/options for replacement Andrews boiler.</b></p>	Ongoing	
Rec & Env	R21/115	05/01/2022	Train play equipment Sun Hill Recreation Ground	<p><b>120522:</b> Train installed and further work to reinstate the ground undertaken 30th May. Still not completed to a satisfactory standard. Awaiting an update from Sovereign.</p> <p><b>06072022:</b> Bracket fitted and sanding undertaken. New timber lengths and laminate disks still required.</p> <p><b>Aug 22: Train works completed</b></p>	Completed	9
Operations & Resources	OR21/088	11/01/2022	Fire Safety	<p><b>110522:</b> Fire Risk Assessor to assess SB pavilion 18/05/22</p> <p><b>070622:</b> Risk Assessments received. TC to arrange for remedial works to be carried out.</p> <p><b>220622: Meeting held with Caretaker and CC to address issues</b></p>	Ongoing	

Operations & Resources	OR21/122	15/03/2022	Vodafone HoT	<p><b>060522:</b> Chaser email sent regarding progress as planning permission approved, surveyor to contact vodafone</p> <p><b>160622:</b> Valuer awaiting response from Vodafone</p> <p><b>010822:</b> Valuer sent further chaser to Vodafone</p>	Ongoing	
Operations & Resources		12/10/2021	Redesign website	<p><b>210622:</b> Website designer attended Committee meeting for design review</p> <p><b>July/Aug:</b> Requested update re website design. They are still working on design</p> <p><b>200922:</b> The website is 80% complete and designers will be able to present shortly.</p>	Ongoing	
Operations & Resources	OR22/015	17/05/2022	New Gates Arlebury Park	<p><b>020822:</b> Lead in time is 6-8 weeks</p> <p><b>060922:</b> Further request made re time of delivery</p> <p><b>210922:</b> Gates installed.</p>	Completed	4
Planning	P20/110	01/12/2020	SLR	<p><b>260522:</b> Judgement received from court - To pay £1871 to NATC if case not reinstated. Solicitor has received £1716.</p> <p><b>300622:</b> Matter now closed and funds to be returned to NATC</p> <p><b>270722:</b> Notice of hearing received from court for 031122, where case has been re listed. Solicitors making enquiries with court.</p>	Ongoing	