

# Clerk's Report and additional information for items for the Community and Culture Committee Meeting 15<sup>th</sup> April 2025.

1. Community Payback Scheme – the Service Agreement has been signed for the scheme and the Allotment and Planning Officer will organise the start date for the works to clear plots at the Manchester Drive and Leigh Site Allotments.
2. CCTV for Manchester Drive – This was discussed at the allotment working groups meeting but it was felt that having CCTV was not practical. It was agreed that the Council would look at replacing some fencing at the Leigh Side entrance where it seemed to be low enough for anyone to jump over. This should help to secure the site further. This will be brought to a further meeting when quotes have been gained.
3. Boundary Hedge Cutting – Unfortunately the legal time for cutting hedges had passed and therefore this was not completed. Legislation specifies that hedges cannot be cut during the months of March through to then end of August.
4. Website – The new website is in progress and it is hoped it will be ready for the 1<sup>st</sup> May 2025. The Clerk will circulate to all Councillors the mock up once available for information purposes.
5. Flagpole Servicing – This was completed.

## **Item 6 Allotments**

### **Leigh Allotment Site numbering**

At the working group meeting it was recommended that the numbering for the Leigh Side of the allotments along Manchester Drive have an L added to the end of the number. This was to help differentiate the plots which have the same numbering within the Leigh Side and the Manchester Drive side of the site. The Clerk asks the Committee to discuss this and decide on whether the change should be put in place.

### **Service Agreements for the Allotment Associations**

The Clerk has circulated the amended agreements as discussed and talked through at the allotment working group meeting on 4<sup>th</sup> March 2025. The Clerk asks for the committee to discuss the amended agreements and agree them.

## **Item 7 Hall Hire Terms and Conditions**

The Clerk has circulated the report produced by the Bookings and Events Officer in regard to the hall hire terms and conditions. She has also circulated the amended terms and conditions for hiring the halls. The report explains the thoughts and logic behind some of the suggested changes and the Clerk asks the committee to discuss this and agree the actions to be taken.

## **Item 8 Skate Park Annual report**

The Clerk has circulated the Skate Park Annual report. There are 14 moderate risks that have been identified and are of concern for the Clerk. She has reached out to 4 different companies to gain quotes for the repairs. This is proving very difficult with companies not replying or having replied the Clerk has followed up and she has not heard from them since. The Clerk has again reached out to the companies that did reply and is hoping that they will be able to quote. One of the companies has said they could quote but would require a fee to visit the site.

The Clerk, along with Cllr Gilson and one of the Caretakers did visit the park and coincidentally the gentleman who has previously run the coffee shack on site also turned up. He advised that he did have a couple of contacts for people who could possibly quote for the work and the Clerk gave him her email address but she has not heard from him.

GP Mason's did visit the site and turn back on the electric to one of the lights but further work is required to enable all the lights to be connected.

The Clerk asks the committee to discuss the report and agree actions to be taken.