

Agenda item 23

### **Clerk and projects report.**

Firstly, a personal thank you to all the staff for their support at this exceptionally busy time of the year

In the office apart from the everyday business there has been the additional task of year end, which has included a second visit from the external auditor, submission of the yearly pension account, PAYE year end, the annual accounting system closedown and lastly the completion of the Annual Accounting statement for the external auditor.

The car park price increases have been implemented and new signage erected.

In addition to this the council has held meeting with the Trustees and NSDC and an extraordinary Full Council Meeting regarding the swimming pool

Groundstaff have been very busy catching up with the mowing, delayed due to bad weather, along with other projects

### **General Maintenance**

A second sowing of grass seed has been applied to the Skatepark and it is starting to germinate. The skatepark has now been opened with sign erected asking people to 'keep off the grass' The date has been set for the opening Tuesday 3<sup>rd</sup> September (inset day)

We have unfortunately had some antisocial behaviour on the skatepark with motorbikes and we are monitoring the situations

Staff First Aid has been completed

The insurance for damage at Norwood Gardens play area has been received and a new basket swing ordered.

The market boards have been drilled into place over the next week and the graffiti painted over.

The website has been updated with all minutes and supporting papers going back to last April. A problem has been found with the embedding on the website which we are trying to resolve.

Survey carried out with local businesses and new facebook "focus on" is proving successful and bringing in more traffic to the website and positive posts.

Flags, bunting and hanging baskets due to go around town at end of May

### **Stakeholder Meetings**

Continued working with Alison Thomas NSDC on events Management plans and events.

### **Work Completed**

Potwell Dyke Cleared of fallen trees – on going.

Ground staff continuing the survey of all the estate trees working alongside the tree management policy.

Clearing and chipping at Cludd Pond

Clearing and re planting started at Ash tree Spinney.

Lining and mowing resumed at WMRG/Minster Field.

Banners up for events.

Mound and slide fixed at Toddler Park.

Equipment at toddlers all cleaned.

Market boards cleaned and graffiti painted.  
Weeding completed LHS Church Street Car Park.  
Spraying completed on Market.  
Weeding and re potting on Market  
Cleared path at Riverside and removed dead trees.  
Mowing at Wakeling.  
Weeding and removed moss at rear of court house.  
Chainsaws serviced.  
Removed apple tree from squires  
Continued removing ivy from trees

### **Jobs To Do**

The Rotating Cup in Squires remains closed awaiting parts – chased and should be completed 21/03/24  
(chased 09/04/24 and 01/05/24)  
Norwood Garden play equipment to be repainted.  
Riverside Nature reserve status to be started.  
Following the TE Abi will investigate quotes for the painting of the rear of the OCH and replacement sills.  
All Trees to be mapped and tagged – ongoing.  
The TIC noticeboard to be renovated.  
Revisit bench audit  
Clean market covers  
Several reports to MY Notts app re lights out, potholes and sink holes reported.  
Clerk and Deputy Clerk had meetings with Brian Rawlinson re potential cost saving and options for car parks.  
Website updated with previous minutes.  
Finish Installing new path at Squires pond along with new equipment and picnic area  
Order and install new equipment agreed at TE  
Clean Play equipment ready for summer  
Paint and varnish benches and play equipment at toddler park

### **Events**

TOB – Confirmed not going ahead  
D Day celebrations 6<sup>th</sup> June – No STC involvement  
Community Garden Party 09/06/24 – invites sent out.  
Remembrance 10/11/24  
Christmas Market 28/11/24  
Lantern walk -CANCELLED.  
Southwell Community Walk – TBA  
Skate Park Launch 07/09/24

**Prepared L Wright & A Brackenbury**