

## **Agenda item 115**

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

Internal auditor has visited, report will be available for Governance & Finance

Event management and preparation for the Xmas market ongoing

Budget work is continuing

Quote received from a land agent to act on STC behalf with NCC/Via flood alleviation scheme

Negotiations have taken place with the Wheatsheaf and a way forward agreed

Seasonal decs, TENS and Road closures applied and approved

Community art gallery is being used Lowes Wong School

Minster pupils visit on Monday afternoons

The website is continuing to be updated, minutes, meeting dates and agendas are up to date, and we will continue to update and refresh the site.

Mapping of Riparian Owners along the Potwell underway

Work continues across the estate with the management of the trees and associated works.

Tree work this month, has included-

Fallen tree removed from Froggats Field/Shady lane

Removal of dangerous branches at WMRG above outdoor gym

Large tree removed from the Potwell, in conjunction with an outside contractor

On tree inspection and removal of ivy

Hedges cut along Memorial drive

Church Street Car Park hedges and shrubbery cut back

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

Lining and mowing continuing at WMRG/Minster Field.

### **General Maintenance**

The market square has been weeded and tidied

Smoke alarms installed in all public toilets

Annual pat testing completed

New trampoline beds installed

Ripped market covers have been repaired

Replacement light and LED bulbs installed at Church street car park

All bunting removed

Remembrance flags installed, war memorials tidied and road closure implemented for the remembrance Sunday

All flags removed for Xmas trees

Pitch marking to resumed at WMRG.

Xmas tree installed on the Market

Wooden walk way Cross bar condemned and removed at Norwood Gardens

A new gate configuration has been installed at the Long Stay car park and ensure closure in an evening

Continued removing ivy from trees

New benches built ready to install.

All mowing, clearing and grounds maintenance up to date.

## **Jobs To Do**

Norwood Garden play equipment to be repainted.

Riverside Nature reserve status to be started.

All Trees to be mapped and tagged – ongoing.

The TIC noticeboard to be renovated.

Revisit bench audit

Installation of new equipment at Squires

Paint and varnish benches and play equipment at toddler park

## **Events**

Stalls Markets, 6/12, 15/12, 20/12 /27/10, 24/11

Christmas Market 28/11/24

**Prepared L Wright & A Brackenbury**