

**CLERK REPORT TO FULL TOWN COUNCIL MEETING 26th March 2019**

The following actions were allocated to the Clerk at the February 2019 Town Council meeting.

<b>MINUTE</b>	<b>ACTION</b>	<b>STATUS</b>
<b>1819/229</b>	Office/toilet plans	Planning submission to be submitted by 29/03/19. The town council needed to notify local residents about the possible increase in the cost for the build (£17K) to comply with MHCLG advice. No comment from any resident has been received about the proposed increased cost.
<b>1819/230</b>	Market	Decisions delegated to F&GP. Promotional material ordered and received. Permissions for banners on private land obtained.
<b>1819/231</b>	Elections	Induction document compiled for new council. All councillors in the new council to be invited to an induction session. These will take place on Thursday 9 <sup>th</sup> May at 6:00pm or Friday 10 <sup>th</sup> May at 1:30pm.
<b>1819/232</b>	E mail system	Update on full council agenda.
<b>1819/234</b>	Contracts	At the time of writing the signed contract had been received from Carlton Nurseries. The OTP contract is yet to be received.
<b>1819/235</b>	Ward plans	Council comments submitted for Bingley Ward plan. Bingley Rural plan on this month's agenda.
<b>1819/238</b>	Christmas tree	Clerk written to CBMDC expressing council's interest but advising that cost is needed.

<b>1819/242</b>	Changing Places	Discussed at F&GP. Councillors Dearden and Simpson are to work with two of the campaigners.
<b>1819/242</b>	Street painting	Clerk chased CBMDC 18/05/19. At time of writing, no response.

The clerk attended a Year End/ RFO training course on 19<sup>th</sup> March and is on Annual Leave 27/03-29/03.