

CLERK REPORT TO FULL TOWN COUNCIL MEETING 30th October 2018

The following actions were allocated to the Clerk at the September 2018 Town Council meeting.

MINUTE	ACTION	STATUS
1819/102	Remembrance wreath	Wreath ordered. Chair to attend and lay on behalf of Town Council.
1819/104	Audit	Documents placed onto Town Council website and in central Bingley notice board. Internal auditor to visit 07/11/18.
1819/109	Policies	Reserves an item on this full council agenda. CCLA account, application form submitted.
1819/113	Finance	£50K moved from Unity savings account to cheque account.
1819/105	Emergency Planning	Being considered by F&GP
1819/106	Christmas	At time of writing awaiting clarification from Festival Lights of cost as some lights originally costed for cannot be included. Chamber have submitted a grant application. At time of writing quote for celebrity is being chased. Chamber advised of Sparkling logo. No reply received.
1819/107	Priestthorpe Annexe	Property now sold to private developer. Item on this agenda. Request made about plaque and time capsule.
1819/111	Correspondence	Letter to utilities. Confirmation from Lidl that works underway. E-mail about pedestrian

		access on this agenda. Winter maintenance seminar- not possible to reduce cost.
1819/114	Winter Contract.	Contract issued to Carlton Nursery.
1819/115	Locality funding	Funding of £1,050 approved
1819/118	Project management tender	Documents went on Council website, Contract Finder, Your tender and a public notice into the T&A. Site visits have been carried out. No applications received as of yet. The closing date is 07/11.

In addition to the above, the clerk attended YLCA training for experienced clerks on 12th October and has been working on the draft budget 2019- 2020. The clerk and Chair of the Neighbourhood Planning Working Group were interviewed by phone on 19th October 2018 for a technical support package to assist with the work of the Neighbourhood Plan. The Town Council has been recommended for one package and has been encouraged by Aecom the provider of the technical support, to apply for further packages.