Operations Committee
10th July 2019

AGENDA ITEM 5

5a Old Courthouse
The Evac Chair has been purchased and tested and is currently situated in the Courtroom but will need to be installed on the wall. The Emergency electrical work has been ordered and Deputy Clerk has agreed the Aug/Sept weekend dates with Courthouse Chambers and the Police.
Civic Society have moved a lot of their belongings to their new accommodation and work can commence on the final tidying of the corridor and Cell 1 and 2.
A contract shredder is to be booked, however there is just a little bit more sorting to do so this will be done over the summer holidays.

5b Market Report
A Traders newsletter has been sent to all traders and a copy is attached. This keeps up good communications with the traders. Clips are to be ordered for the covers and the new bars have been delivered by Yates. Country Living is at present having its building works done. I am trying to get hold of someone at the Wheatsheaf and hopefully I will have news of their work outside the pub by the time of the meeting. The Twilight market was cancelled due to bad weather, there is a suggestion for it to be re-scheduled in September to coincide with the Heritage Hop, this has met with a favourable response from the traders

5c Car Parks – Update on Confirmation of new SLA Agreement 2019
I have confirmed acceptance of the SLA with N&SDC. Cllr Stott has produced information on electrical charging points in the car parks and it would be good if the committee can recommend the next steps on this project.

5d – Toilets
Due to staff shortages the painting is not yet complete, the interior has been finished. The painting of the doors is to be scheduled in with the ground staff.

5e – Grounds Maintenance and devolved amenity areas
Deputy Clerk has cancelled the van order. There is an option to lease a petrol van or to purchase an electrical version.

Due to the weather the outdoor work has been put back however, staff are working hard now to get the devolved areas cut. I have received many complaints about the lack of grass cutting but it has been too wet and with holidays and other problems staff resources are tight. This is being addressed through the HR panel and I am hopeful that the weather is going to improve so we can get the grass cut and areas strimmed and tidied. I really would like members to go and have a look at the area behind the houses on Wakeling Close and I enclose a wildlife report that I obtained free of charge last year. It is a big area and a lot of work for staff, so I would welcome any ideas. The residents do not like it like this, however I cannot give it priority being located at the back of properties.
There is a problem with the large tractor and we are awaiting a new PTO shaft, therefore only one mower is available, the grass areas are constantly being prioritised.
A survey has been completed on the Lime Trees on the WMRG Park and extensive work has been identified, quotes are being sort by the Deputy Clerk. A TWCA has been granted by NSDC

AGENDA ITEM 6

Events

The Fun Day went really well and I will be meeting with members for a de-brief. I have received a lot of positive feedback from visitors who are appreciative of the Council putting on a free community event.

Events still to come are the Heritage Weekend, Bramley Festival (admin support), Remembrance Day Service, The Late Night Shopping Event and Christmas Tree Lighting and the Lantern walk.
Proposed events for 2019/2020
Bramley Festival (admin Support) Saturday -19 October 19
Remembrance Day Service
Late Night Shopping Event and Christmas Tree Lighting – Friday 28th November 2019
Lantern Walk – Saturday 7th December 2019
Heritage Hop – Saturday 21 September 2019 (Brackenhurst & Bramley Cottage 15th September 2019)
Proposed Town Meeting - 19th January 2020
VE DAY - TBC
Fun Day -TBC
Freedom Event – VJ Day -TBC

AGENDA ITEM 7

Tourist Information Centre

There has been a meeting with volunteers and this meeting was well received. A new tablet has been given to the volunteers for use of internet and to date I have not received any complaints.