

Lesley Wright Handover Notes 29/08/2025 – Projects/jobs outstanding:

Neighbourhood Plan

Install new card payments in all car park machines and back office

Check with Access suite on cancellation time

Liaise with Metric on installation of card terminals and back office

Investigate Pay by phone alternatives, check when present contract runs out

3 phone boxes now adopted – Ropewalk, Maythorne, Farthingate

Badgers Field

Norwood Gardens play area – replacement equipment

Squires Pond play area – replace caterpillar

Dipping platform installation/blue green algae testing

Azolla Treatment Squires Pond

Humberstone Road slope

Apple tree replanting

Wakeling Close posts

Lime tree removal WMRG – TWCA applied for. 3 quotes received

Tennis club path – awaiting response from Club re 50% contribution

Land management plan – Parish online

Tree management plan – Parish online

Awaiting delivery on new shed, grant applied for

Final copy of Flood resilience plan, sufficient monies in grant at NSDC to cover

SCFC: WMRG clubhouse lease, pitch agreement and rent, name change, 3G and VAT, Pitch Power report

Rabbits on WMRG – office require further instruction from the Council.

Flood Mitigation Bund – ongoing, awaiting further information from VIA/NCC. Meeting on 28 August.

Internal auditor dates to be confirmed with Kenneth

Budget setting - October

Police investigating CCTV to front on OCH

Negotiate with Police re back rates

All newly approved TORs to Full Council

Review of standing orders

Assertion 10 of the Agar

Policy review – G & F

Move office back

Asset register – look at OCH value and Insurance value and check premium

Full report from SLCT trustees to Full Council

Christmas market planning

Bramley Publication

Zurich insurance claim – 27252121915 Bechers Court

Monthly accounts

Detailed I & E

Wages

Pension

Bills for Payments

Market and other Invoicing

Reconciliation

Car Park income sheets and Audit tickets

External audit publication

IT Contacts – email Vision ICT

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