

COMMUNITY, RECREATION AND AMENITIES COMMITTEE – SUMMARY OF OUTSTANDING ACTIONS AND PRIORITIES
UPDATED: 30.01.23

Three Year Reserves Plan:

- CCTV upgrade – Spec of what is required need to be agreed so a tender document can be created to progress to quotations. No previous spec on file. Wireless system to be investigated as existing cabling not fibre optic. Consideration will be given to the system being extendable and compatible with monitoring stations. Monitoring stations and costs to be identified. Grant funding opportunities, including the UKSPF to be identified. Procurement advice sought and update awaited.
- Shop front tree project –review moved to 2023/24 and electrician report is outstanding to progress feasibility. November 2022 – electrician to provide report early 2023. Clerk met with electrician Jan 23. Report to be written to confirm the restraints of the options considered.
- Allotments south side fencing –Palisade fencing at the old allotment site will be used for fencing once a long stay car park is underway.
- Butt Field Pitch expansion – awaiting the Crown Estates nationwide review to complete. November 2022 – review still not complete. Jan 23 – Clerk arranging meeting with Crown Estates for Feb 2023.
- Cogley Lane Refurbishment – meeting requested with Play Area consultant – meeting to be held in December 2022. Meeting held in Dec 22 and Jan 23. UKSPF funding may be an opportunity to progress a larger funding amount for a project. Clerk to investigate the funding option and timescales.
- Linear Park Bridges – Report received and locum project assistance progressing ownership queries and gaining quotations for work. Jan 23 – Locum identified bridge responsibilities lie with the Town Council. Liaison with land owners taking place for access and quotes.
- Ground maintenance equipment review – a review of the ride on mower is required as currently hired. Hand mowers have been replaced and a new blower purchased. Remaining items are being considered for trade in or for writing off. Feb 23 – Clerk to meet with Staff to review the equipment age and set a replacement schedule. Trailer to be considered for ease of transportation.
- Open Space Security Improvements – Budgets will be reviewed once improvements are identified.
- Professional fees – Community Land – the public/community group consultation is now complete and the report is being finalised for publication. Feb 23 – on agenda for update.
- Cemetery deeds legal work – initial documents are with the Council’s solicitors. Solicitors work ongoing.

	Action	Update and further details	Completed
1.	Town map	Committee to consider large scale prints in the Council reception area – recommendation accepted by Full Council Oct 2022 – progressing for options that withstand finger prints from visitors.	
2.	Branding	Work is ongoing on the expansion of use of the new branding and the use of the Council’s new logo. Costs for signage are being investigated and Ovy design is working on brand guides for councils’ consideration prior to meeting with retailers. Workwear logo approved for embroidery. Work to progress expansion of branding to the retailers is requiring advice on a brand contract. Branding for Council’s website has	

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		now been discussed with the supplier and a quote for website alterations is being prepared.	
3.	Town Centre Flowers	Winter flower plans will be progressed during Sept ready for autumn planting	Completed
4.	Operation London Bridge	Staff training has been undertaken and plan implemented. New items to replenish stock used will be under operational matters.	Completed
5.	Civic Awards	2022 nominations open until 23 Sept 2022 for a February event to be planned. October 22 agenda to consider nominations. Nominations approved. Awards event to be considered at the December meeting. March 2023 event being arranged.	Completed
6.	Civic Service	Confirmed as 23 October 2022 – arrangements in place for event and invitations issued.	Completed
7.	J9 Campaign	All office staff now trained (Oct 2022) Risk assessment required and display of posters	
8.	Flood Store Grant	Flood store location confirmed, items to be purchased. Consideration is being given to protecting the equipment from rodent attacks prior to ordering. Flood store items ready to be ordered once garage lock system identified.	
9.	Parsons Hill	Community consultation event held, facilitated by Bingham Town Council. Barratts plans to be submitted to RBC in Autumn 2022 – Committee to monitor progress	Completed – monitoring ongoing
10.	Finding fitness sports project	Taking place in August 2022. The equipment will belong to the Town Council and will be added to the asset register. Feedback on October 2022 agenda.	Completed
11.	Tithby road bridge art project	Still outstanding positive futures grant application for costs – attending meeting Oct 22 Grant application received for support towards costs. Finance, Policy and Resources to consider in January 2023. Grant awarded for Urban artist and plans for February half term project to be completed.	Completed
12.	Cemetery water	Land drains require investigations – cemetery review to take place and work to identify land drain expert. Cemetery review taking place early 2023 – Taken place on 24.01.23. Land drains will have been dug up when homes built so not reason not to break the pipes entering the cemetery as water will disperse rather than travel into site in pipes. Clerk to gain quote.	
13.	Cemetery review	Memorial testing and review quote on October 2022 agenda. Review approved and is being scheduled for Jan/Feb 2023. Memorial testing quotes to be re-visited after the review has taken place.	

	Action	Update and further details	Completed
		Review taken place Jan 23. Report expected late Feb 23. Memorial testing plans to be progressed in readiness for summer 23. On Feb 23 agenda.	
14.	Allotment tenancy agreement review	<p>The unauthorised gate had now had a new padlock placed on as the gate accessed the centre of one plot. The committee expressed that they would like to see unauthorised gates closed permanently. Agreed that the request for CCTV be declined.</p> <p>An initial meeting with two representatives of the allotment association has taken place in Nov 22. The Clerk will seek further advice on initial comments received at the meeting from the National Allotment Society prior to proceeding to consulting allotment holders.</p>	
15.	Drone Mapping	Completed and on file	Completed
16.	Orchard Park	<p>Wet pour repair completed.</p> <p>Costs to identify solutions for the bucket swing outstanding to include costs for an alternative piece of equipment.</p>	
17.	Plum Tree	Completed Project – Planted at the Linear Walk entrance in June 2022	Completed
18.	Butt Field	<p>Lease will be progressed as plans for expansion/car park are known.</p> <p>Locations for additional bins included on October 2022 agenda and were approved. Site meeting with the sports club held on 07 December 22 with Severn Trent, locations agreed for bins with Sports Clubs.</p>	
19.	Teen provision	<p>Teen provision – Public consultation on Chapel Lane land will give community groups the chance to consider if they wish to explore a project.</p> <p>The teen area at Wynhill would also see some temporary repairs made to improve the site – Repairs to the seating area have been completed and quotes for parts are being investigated. Table removed after vandalism and re-instated. Area checked weekly.</p>	
20.	Wychwood Road	<p>Swings removed and awaiting site inspection.</p> <p>Progressing the repairs offered by Kompan, at no cost to the Council. Initial date for repair is week commencing 17 October 2022.</p> <p>Swings re-instated after repairs by Kompan.</p>	Completed.
21.	Tree survey	<p>The two moderate risk trees are completed and 2 quotes are outstanding for the remainder of the work.</p> <p>Warners Paddock was noted as requiring work now the site was vacant and use of a chipper would be recommended due to the volume of work required. Winter work will start from November onwards.</p>	

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		Work for the tree's identified on the tree report authorised and will be completed through December 2022 and January 2023. Update on Feb 23 agenda.	
22.	Site/building inspections	Dates have been requested for both assets for inspections to take place and will be completed annually. Clerk to chase both clubs for a date to attend. Inspections now complete and on Feb 23 agenda.	
23.	Linear Park	Grant amount for 2022 will be reported to committee when allocated. Update on December 2022 agenda	Completed
24.	Swing at Wallenfels	Order placed July 2022 for new bucket swing – chased Oct 2022 for date Swing installed.	Completed
25.	RoSPA reports and repairs	The RoSPA reports for the five play areas were reviewed and the committee could see from the summary report that an action plan was in place for addressing any issues identified. Action plan ongoing with all major repairs completed and monitoring of items taking place during inspections.	Completed
26.	Emergency plan	The plan was reviewed and was accepted subject to one number being clarified	Completed
27.	Jubilee Hall	Plaque request was accepted and will be produced by RBC. The previous request for a community hall user group isn't to be progressed as no alterations could be made at this late stage and RBC will monitor usage and feedback as the hall opens.	Completed
28.	Cemetery Parking Restrictions	Formal request be made to Via East Midlands for consideration of parking restrictions near the Cemetery gates.	Completed
29.	Resident's request for tree works	Request be accepted at the resident's expense and confirmation of the use of the Council's arborist	Completed
30.	Planting request for Church Lane	Existing arrangement was supported and the request was declined – resident informed and Church looking into providing space.	Completed
31.	Workwear Colour	Workwear colour be altered to Navy to include the new heritage coloured logo.	Completed
32.	U3A request for the queens beacon	Request for the use of the Beacon and a member of staff to deliver to site and operate the beacon accepted – event now taken place.	Completed
33.	Conservation area review	Bingham Heritage Trails Association would be approached for capacity to be named for the review. If the group were unable to assist then Rushcliffe Borough Council would be asked to lead on the review – BHTA confirmed that RBC should be asked to lead.	Completed
34.	Barratt David Wilson – Poppy Circles	Clerk had arranged a meeting with a representative of the British Legion to assist in progressing a memorial to replace the failing poppy circles – bricks to be donated to	Completed

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		schools for memorials and Town Map to be used to create information boards with Barratts and the British Legion. Barratts to arrange.	
35.	NALC Independent review into Net Zero	To be placed on a future agenda for consideration.	
36.	Poppy Circle Bricks	December agenda to consider options for use in Bingham Cemetery Jan 2023 – awaiting delivery of bricks.	
37.	Bore Hole request	Request for bore holes from Severn Trent across three sites. Site meeting with both tenants. Permission granted once information provided by Severn Trent. Jan 23 - No information supplied at this time. Severn Trent confirmed they are still awaiting Crown permission before they can progress.	