**COMMUNITY, RECREATION AND AMENITIES COMMITTEE – SUMMARY OF OUTSTANDING ACTIONS AND PRIORITIES**

**UPDATED: 11.10.22**

**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.
* 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
* 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.
* Cogley Lane Refurbishment – meeting requested with Play Area consultant – meeting to be held in December 2022.
* Linear Park Bridges – Report received and locum project assistance progressing ownership queries and gaining quotations for work.
* 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.
* Open Space Security Improvements – site security review will be conducted by the ground staff and this is scheduled for 2022/23. 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.
* Cemetery deeds legal work – initial documents are with the Council’s solicitors

|  | **Action** | **Update and further details** | **Completed** |
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|  | Town map | Committee to consider large scale prints in the Council reception area – recommendation accepted by Full Council Oct 2022 – awaiting second quotation. |  |
|  | 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 is being discussed with the website provider. |  |
|  | Town Centre Flowers | Winter flower plans will be progressed during Sept ready for autumn planting | Completed |
|  | Operation London Bridge  | Staff training has been undertaken and plan implemented. New items to replenish stock used will be under operational matters. | Completed |
|  | 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. |  |
|  | Civic Service  | Confirmed as 23 October 2022 – arrangements in place for event and invitations issued. | Completed |
|  | J9 Campaign | All office staff now trained (Oct 2022) Risk assessment required and display of posters |  |
|  | 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.Up to date prices to be obtained to allow ordering of supplies. |  |
|  | 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 |
|  | 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 |
|  | Tithby road bridge art project  | Still outstanding positive futures grant application for costs – attending meeting Oct 22Grant application received for support towards costs. Finance, Policy and Resources to consider in January 2023. |  |
|  | Cemetery water | Land drains require investigations – cemetery review to take place and work to identify land drain expert.Cemetery review taking place early 2023. |  |
|  | 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. |  |
|  | Allotment tenancy agreement review  | 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.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.  |  |
|  | Drone Mapping | Completed and on file | Completed |
|  | Orchard Park | Wet pour repair completed.Costs to identify solutions for the bucket swing outstanding to include costs for an alternative piece of equipment. |  |
|  | Plum Tree | Completed Project – Planted at the Linear Walk entrance in June 2022 | Completed |
|  | Butt Field | Lease will be progressed as plans for expansion/car park are known.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. |  |
|  | Teen provision | Teen provision – Public consultation on Chapel Lane land will give community groups the chance to consider if they wish to explore a project.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. |  |
|  | Wychwood Road | Swings removed and awaiting site inspection.Progressing the repairs offered by Kompan, at no cost to the Council. Initial date for repair is week commencing 17 October 2022.Swings re-instated after repairs by Kompan. | Completed. |
|  | Tree survey | The two moderate risk trees are completed and 2 quotes are outstanding for the remainder of the work. 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.Work for the tree’s identified on the tree report authorised and will be completed through December 2022 and January 2023. |  |
|  | 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. |  |
|  | Linear Park | Grant amount for 2022 will be reported to committee when allocated.Update on December 2022 agenda | Completed |
|  | Swing at Wallenfels  | Order placed July 2022 for new bucket swing – chased Oct 2022 for date |  |
|  | 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 |
|  | Emergency plan | The plan was reviewed and was accepted subject to one number being clarified | Completed |
|  | 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 |
|  | Cemetery Parking Restrictions | Formal request be made to Via East Midlands for consideration of parking restrictions near the Cemetery gates. | Completed |
|  | 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 |
|  | Planting request for Church Lane | Existing arrangement was supported and the request was declined – resident informed and Church looking into providing space.  | Completed |
|  | Workwear Colour | Workwear colour be altered to Navy to include the new heritage coloured logo. | Completed |
|  | 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 |
|  | 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 |
|  | 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 schools for memorials and Town Map to be used to create information boards with Barratts and the British Legion. Barratts to arrange. | Completed |
|  | NALC Independent review into Net Zero | To be placed on a future agenda for consideration. |  |
|  | Poppy Circle Bricks | December agenda to consider options for use in Bingham Cemetery |  |