

Subject: Officer Report

Speaker: Town Clerk

Reason for Report

Report of officer decisions under the Openness and Local Government Bodies Regulations 2014

Date: 14th July 2021

Decision taken: To agree to the cost of Fire Safety Training for all staff at a cost of £280.00 for a 3 hour training session with MB Fire Risk Ltd.

Reason: All staff are provided with Fire Safety training every 3 years which expired in 2020. This training was not possible due to Covid-19 and has therefore been booked at the next available opportunity and forms part of the council fire risk assessment policy.

Alternative Options: Three quotes were obtained, and best value contractor appointed.

Date: 4th August 2021

Decision taken: To agree to the cost of the Covid-19 Memorial plaque at a cost of £444.84.

Reason: To progress the Covid Memorial Garden the council delegated the power to the Town Clerk in consultation with the Chairman of Policy & Finance and the Leader of the Council to approve the expenditure relating to the garden project without further consideration by the council.

Alternative Options: Three quotes were investigated, and best value contractor appointed.
