

FULL COUNCIL – PROGRESS REPORT

Appendix A

Item	Action Agreed at Committee	Action Taken	Responsibility	Time Schedule
OFFICE	TO REVIEW THE COUNCILS, CALL OUT PROCEDURE. Members reviewed the councils current call out procedure and RESOLVED unanimously that there were no changes required. Members RESOLVED unanimously that as there were no contracted staff to work weekends costs should be investigated from organisations to cover any issues that cannot be dealt with during working hours and relevant numbers are to be provided to the designated councillors for action as weekends.	Call out costs being investigated.	EDC	In Progress
JUBILIEE EVENT	Members considered the report provided by the Community & Events Officer and RESOLVED unanimously to hold a country show type event on Saturday 28th May 2022 , to incorporate the Queen's Platinum Jubilee Celebrations and set a budget of £7,000 using the funds which would have been set aside for the Wildlife Day and Armed Forces Day and to keep the Armed Forces Day celebrations for 2022 the same as they were in 2021 with the decoration of the town centre. 17.01.22 – council agreed to hold a jubilee event and a working group to be set up.	Working group recommendations to be submitted to Full Council 28.02.22 – agreed. Progress report provided to council on 11.04.22 – agreed with report and activities.	LG	Completed
BLUE PLAQUES	TO CONSIDER AND AGREE THE APPLICATIONS MADE FOR BLUE PLAQUES. Members considered the applications received and RESOLVED unanimously to purchase plaques for Nurse Ada Andrews and Clara James. Members requested that the Town Clerk investigate permission for installing the plaques on the proposed locations of the Labour Club in Lionel Road and the Friends of Concord Beach hut at the seafront.	Letter sent to CPBC & Labour Club 07.07.21. Permission to install Ada Andrews plaque confirmed by CPBC. Liaison with proposers for wording commenced 07.07.21. No response from Labour Club – asked Community Archive to suggest other location options 23.08.21 – location of Smallgains Hall agreed. Plaques ordered – 24.08.21 – patterns agreed 29.09.21 – 2-3 weeks delivery upon completion. Plaques received 15 th November.	EDC	In Progress

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		<p>Ada Andrews plaque to be installed 25.03.22.</p> <p>Awaiting dates from Lord Lieutenant for the Clara James plaque – predate booked 19th May</p> <p>Information has come forward that Clara James is buried in St Katherines and a better location for the plaque would be the heritage centre – unveiling now on hold subject to the location being changed.</p> <p>Heritage Centre confirmed for Clara James – awaiting dates from the Lord Lieutenant.</p>		
<p>GUNNY SITE</p>	<p>TO CONSIDER THE PROPOSED BUSINESS PLAN FOR THE GUNNY PROJECT AND AGREE THE TRANSFER OF THE LAND TO THE TOWN COUNCIL</p> <p>Members consider the business plan submitted and RESOLVED to approve the land transfer subject to negotiated leases and accept option 2 of the plan to become a Local Trusted Organisation for the project and to lease the whole site to a charity. Members agreed that draft leases would be sent to all members for comments prior to final approval at a council meeting.</p>	<p>Email sent to Big Local 18.01.22</p> <p>19.01.22 - Email to Jason Bishop to enquire about leases and costs – CPBC confirmed will assist with leases at a reduced cost.</p> <p>02.02.22 – letter sent to T Bragg regarding the land transfer.</p> <p>28.02.22 – presentation given by Trust Links to council.</p> <p>Cabinet meeting 16.03.22 - transfer agreed.</p> <p>Meeting with CPBC 19.04.22 to discuss Head of Terms and Lease</p> <p>Draft MOU, Lease & transfer documents received 23.05.22. Awaiting MOU from Jan to put to council for approval before transfer progressed (requested up to date budget/income & exp for project for council).</p>	<p>EDC</p>	<p>In Progress</p>
<p>SCARECROW TRAIL</p>	<p>Cllr Blackwell asked that the council consider a Scarecrow trail event to be decided for a future date as this had been well received in other areas. Members AGREED that the Community and Events Officer would investigate this event.</p>	<p>Report to be submitted to the next available council meeting on the 27th June..</p>	<p>LG</p>	<p>To be done</p>

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<p>EALC/NALC FEES</p>	<p>TO NOTE AND CONSIDER THE REPORT ON THE CONTINUATION OF THE EALC AND NALC SUBSCRIPTION Members reviewed the report provided and RESOLVED unanimously that a meeting should be held with the EALC at the Town Council office with the Town Clerk, Town Mayor, Chairman of Policy & Finance, and the Leader of the Council to discuss the fees and subscription before these are signed off at the Annual Council Meeting on the 23rd May 2022.</p>	<p>Email sent to EALC 20.04.22 Meeting took place on the 13th May – report to be provided at the ACM. EALC informed 25.05.22 – confirmed can still access training provision but costs will increase by 200%.</p>	<p>EDC</p>	<p>Completed</p>
<p>LIST OF COMMUNITY ASSETS</p>	<p>TO CONSIDER AND AGREE COMMUNITY ASSETS TO BE SUBMITTED TO CPBC TO INCLUDE ON THE ASSETS OF COMMUNITY VALUE LIST Members reviewed the report provided and RESOLVED unanimously that all members would review their areas and inform the Town Clerk of any assets that could be investigated to be included on the list and that this should be an ongoing project for all members. Members AGREED that the Police Station, Old Council Offices, Transport Museum, Rio Bingo Hall, and the ATC Building should all be investigated to be included on the list.</p>		<p>EDC</p>	<p>To be done</p>
<p>COMMUNITY GARDEN</p>	<p>TO CONSIDER AND AGREE THE PROPOSAL FOR THE INSTALLATION OF A COMMUNITY GARDEN Members reviewed the report and proposal provided and RESOLVED unanimously to agree the proposal for the community garden at the Sycamore Close location subject to funding being sought and that this should be used as a pilot scheme to assess its success before any further areas are considered.</p>		<p>JSP</p>	<p>In Progress</p>
<p>COMMUNITY RESILIENCE PANEL</p>	<p>Members RESOLVED to disband this working group and provided the details of Cllr Blackwell, Cllr Greig, Cllr N. Harvey, Cllr S. Sach, and Cllr D.</p>	<p>Email with contact details provided to Kate Monson on 24.05.22.</p>	<p>EDC</p>	<p>Completed</p>

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	Anderson to the BRIC co-ordinator so that it can form part of the group.			