

**Clerks Report**

Committee	Agenda Item No:	Date of Council meeting	Issue	Log	Current Status - RAG 0-3 mths <b>Green</b> 3-6 mths <b>Amber</b> Over 6 mths <b>Red</b> Over 1 year <b>Dark Red</b>
Town Council Com & Tourism	19/140	17/09/2019	West Street telephone kiosk	<p><b>230321</b> Leak identified and repair carried out to make it more watertight. Chair outlined ideas for developing the kiosk further. Items include the purchase of a floor covering (£210 excl VAT) and a planter-(£99 excl VAT) to be attached to the outside of the kiosk.</p> <p><b>30.03.21</b> Floor covering and planter purchased</p> <p><b>12.04 21</b> Quote for painting of the three exterior crests in gold paint agreed at a cost of <b>£96.00 (excl VAT)</b> by MRL Contracting. Date TBA</p> <p><b>20.4.21</b> Request for planter (to be erected on nth side of the box) to be planted by Anita Wade? with wild strawberries or similar.</p>	<b>Ongoing</b>
Com & Tourism	CT20/64	15/12/2020	Hanging Baskets and Troughs Scheme	<p><b>RESOLVED:</b> That the Hanging Basket 2020 scheme continues as is for 2021 be approved and that three quotes for the supply, maintenance and watering of hanging baskets and troughs to be obtained for presentation at the next meeting on 19th January 2021.</p> <p><b>Dec 20</b> - Two companies declined to provide a quote as they were unable to provide a watering and maintenance service</p> <p><b>Recommendation</b> - To accept the quote from Hanging Garden</p> <p><b>190121 CT20/78 RESOLVED:</b> That the quote from Hanging Garden be approved and the anticipated increase in cost of the Hanging Basket and Troughs Scheme from £14,650 to £15,269 be approved. (Budget line to be increased)</p> <p><b>260121 20/189 RESOLVED:</b> That the Hanging Basket and Trough Scheme 2021 is approved to the maximum value of £15269 to be delivered by Hanging Garden</p> <p><b>20.4.21 CT20/120</b> £525 excl VAT approved for expenditure on lamp post testing</p> <p>19.5.21 Installation by Hanging Garden will be on 21.5.21</p> <p><b>21.5.21 Installation of floral displays carried out and invoice approved for payment</b></p>	<b>Completed</b>

Com & Tourism	CT20/66	15/12/2020	Promotion of the Town	JJ met with Think Creative Consultants who will come up with ideas to promote Alresford digitally to attract visitors <b>230321 Progress stalled due to COVID. JJ hopeful he will have a response soon.</b>	Ongoing
Com & Tourism	CT20/67	15/12/2020	Feather Flags	<b>RESOLVED:</b> That the purchase of two double sided 3m feather flags with water bases for public events at a cost of no more than £400.00 is approved <b>12.04.21</b> Designs for flags in keeping with NATC "shop local" banner being considered prior to purchase <b>21.04.21</b> Additional £50 approved by Chair.(to be minuted) Artwork commissioned and await design Extra £50 & £399 budget line Town Activities <b>28.4.21</b> Artwork circulated for comment <b>19.5.21</b> Design approved and order placed. <b>24.5.21</b> Flags received. Invoice approved for payment	Completed
Com & Tourism	CT20/68	15/12/2020	Remembrance Day 2021	<b>Recommendation 1:</b> That Councillors are to explore these and other ideas and report back to the Committee. <b>190121 CT20/79 RESOLVED: That the spend of up to £750 for the creation of a river of knitted poppies be approved (Spent - £40.18, £9.35, £17.09)</b>	Ongoing
Com & Tourism	CT20/91	16/02/2021	Parish in Bloom	<b>RESOLVED</b> that the entry into the SSEIB Parish in Bloom 2021 category be approved <b>230321 Parish in Bloom entry submitted together with £40.00 fee. Awaiting judging date (judging to be carried out mid June to mid July)</b>	Ongoing
Com & Tourism	CT20/101	23/03/2021	Working Group: SOPs for NATC Events	<b>RESOLVED</b> to approve a working group to establish standard operating procedures for NATC events. To report back at next C&T mtg <b>20.04.21 Update received. Comments received from Town Clerk to be considered by working group.To report back at next meeting.</b>	Ongoing
Com & Tourism	CT20/105	23/03/2021	Working Group: walking and cycling guide	<b>RESOLVED</b> to approve a working group to produce a walking and cycling guide of Alresford. To report back at next C&T mtg <b>20.04.21 Update received. Each wg member two walks each, will provide route and relevant info. Will report back next meeting.</b>	Ongoing
Com & Tourism	CT20/115	20/04/2021	Spring Plant Programme	Cllr Weston outlined her proposals: areas of Alresford which would benefit from spring bulbs and was confident in community involvement in the planting programme starting in September 2021. MW to lead with Clerk's support. <b>RESOLVED to approve a spring flower planting programme around the whole town.</b>	Ongoing

Com & Tourism	CT20/118	20/04/2021	Restoration of Hambone Memorial	<p>Cllr Bean outlined that the memorial having been adopted by NAT now required cleaning</p> <p><b>RESOLVED</b> to approve the spend of up to £300 on the restoration of the memorial</p> <p><b>RECOMMENDATION AB to investigate the possibility of an information board with Clerk's support.</b></p> <p><b>23.4.21 Black &amp; Moody to clean memorial in summer.</b></p>	Ongoing
Com & Tourism	CT20/119	20/04/21	Rotary Broad Street Clear Up	<p><b>RESOLVED</b> to approve a spend of up to £130 (excluding VAT) on a waste disposal bag for Rotary to clear up Broad St on 9.5.21</p> <p>27.04.21 Spend of £115 + £10 out of area surcharge but still represented best value with Abbey Grabbag</p> <p>09.05.21 Grabbag received and clean up completed. Bag collected</p> <p>17.5.21 Invoice received and approved for payment</p>	Completed