

Clerks Report

Committee	Agenda Item No:	Date of Council meeting	Issue	Log	Current Status - RAG 0-3 mths Green 3-6 mths Amber Over 6 mths Red Over 1 year Dark Red	Time Taken Months
Town Council Finance & Facilities	18/160	16/10/2018	NATC are managing trustees of Stratton Bates Charity	Charity Number 301895 031120: Query sent to Charity Commission - It appears that the land was transferred from Town Trust to NATC absolute in 1959 so does this still remain a charity? Requested Articles of Charity from registration in 1962. 021220: Response from solicitor is that it remains a charity and the land is not a council asset but held in the charity. 051021: Following training Stratton Bates Pavillion is the charities asset and this should be reflected in the asset register that NATC hold the building as sole corporate trustees	Ongoing	
Finance & Facilities	F119/140	10/03/2020	New Alresford Bins	250122: WCC advised that via the Welcome Back Fund they can replace the Town centre bins - Design to be approved. 08022022 OR21/104 RESOLVED: To approve Winchester City Council installing the Wybone NR/1/WEB 112lt as the new style of bin and to replace in the region of 17 bins around the town 08022022 OR21/105 RESOLVED: To approve the Variation Order to the bin contract proposed by Winchester City Council and request that the bin on Ashburton Road is	Ongoing	
Finance & Facilities	F20/046	09/09/2020	Health and Safety Consultants	200421: Draft policy received 210122: Policy forwarded to Russell for editing as agreed in O&R 240122: Policy returned to TC to update, prior to circulation	Ongoing	
Finance & Facilities Town Council	F20/188	21/04/2021	Mixer taps	191021: Email chaser sent re report for sinks 110122: That a plumber is invited to install the mixer taps. 220222: 21/241 Recommendation: For the Clerk to gather additional information on the type of taps and sinks proposed and whether these are aerated taps, and for the item to be brought back to a future meeting of Operations and Resources Committee	Ongoing	
Operations & Resources	OR21/026	13/07/2021	Independent IT Consultant	041021: John Prince account manager visited office due to the number of complaints received. Has identified server is the issue and volume of data held on systems. Server is 9 years old and dated. The type of business we are no longer requires a server and providing Rialtas can be accessed via another means we could remove server and care pack. There is a lot of data on the system and if office can identify what can be archived the additional payments for Azure would cease. 051021: Staff informed to spend 2 hours and archive data by 15/10/21 110322: Email chaser sent to Technique re Rialtas system	Ongoing	
Operations & Resources	OR21/040	14/09/2021	ARC Roof - Phase 2 Implementation	08022022 OR21/103: That the tender prepared by Ridge for roof works at Alresford Recreation Centre be approved and sent to Town Council for ratification 08022022 Recommendation: Ridge to be asked for guidance on suitable scoring criteria for tender submissions, in order for the Council to prepare a scoring document to be	Ongoing	

Operations & Resources	R21/68	06/10/2021	Arlebury Park Car Park	<p>0802022: OR21/107 Recommendation: For changes to be made to the old Service Agreement to stop the current free parking arrangement on Saturday in line with other car parks in the town, for maintenance responsibilities to be split 50/50 between Winchester City Council and NATC and for it to be ensured that the first two hours parking remain free. The document will be brought back to Operations and Resources Committee for approval.</p> <p>08022022: OR21/108 Recommendation: To respond to Winchester City Council with the following comments:</p> <ul style="list-style-type: none"> - For the wording on the Arlebury Park car park signs to say 'First two hours free', and for this wording to no longer to be in brackets. - To ensure that the number of car parking spaces on the signs are correct - To request a public toilet logo be incorporated on the Station car park sign at the junction of West Street, either at the beginning or the end of the lettering <p>This item will be brought back to Operations and Resources Committee.</p> <p>090322: Re parking agreement, advised WCC of NATC preference re maintenance contributions and enquires made re electric charging points.</p>	Ongoing	
Operations & Resources Town Council	OR21/059	15/11/2021	ARC Leaks/Plumbing	<p>180122: Kitchen plumbng repaired</p> <p>310122: Rugby requested permission to repair constant running of water in changing room toilets. Permission granted.</p> <p>110322: Permanent buzzing sound in building. The Andrews boiler is creating vibrating buzzing sound in building. To be further investigated.</p>	Ongoing	
Operations & Resources	OR21/088	11/01/2022	Fire Safety	<p>That a further two quotes are obtained to replace the Fire Alarm system.</p> <p>Feb 22: Unable to obtain further quotes.</p> <p>080222: OR21/106 RESOLVED: To approve the quote from Elite Fire and Electrical Protection for £367.27 for 6 fire extinguishers and associated works</p> <p>020322: Fire safety log books now online via Tio</p>	Ongoing	
Operations & Resources		12/10/2021	Redesign website	<p>071021: Arrangements made to speak with supplier 1 on 12/10/21</p> <p>121021: Meeting held with supplier 1 and awaiting quotation</p> <p>011221: Quote received from supplier 1</p> <p>060122: Funds in budget 22-23, to be referred to Town Council when finalised</p> <p>110322: Arrangements made to meet with suppler 2 150322</p>	Ongoing	