

# WHALEY BRIDGE TOWN COUNCIL

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## CLERK'S REPORT

To: All Town Councillors Date: 6 June 2024  
From: Andrew Fox Town Clerk Subject: Town Council Meeting to be held on 13 June 2024

Dear Councillor,

Please find attached background papers for the Town Council meeting.

7.15pm Cheque signing  
7.30pm Town Council Meeting

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Annual Governance and Accountability Return 2023/24

I am happy to confirm that the AGAR has been submitted for the External Audit.

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Mechanics Institute Refurbishment Project

We have had the Asbestos Refurbishment and Demolition Survey carried out with the unfortunate issues I explained to Cllrs via email. There has also been a delay in our application for a lawful development Certificate due to staff absence at HPBC. They have informed us it will be towards the end of July before a decision is made on the planning. Our Project Manager is working on the tender documents and has given a rough estimate of October or November for a start date.

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Review of Investment Policy and Code of Conduct

The Investment Policy and Strategy needs to be reviewed as it was approved in June last year, it has not changed since its previous iteration. At the Internal Audit we were informed we had to review our Code of Conduct as it had not been done for several years, likewise it has not changed from the previous version. I will send these documents in a separate email due to their size.

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Trees at the bottom of the Shallcross Incline

This item has been added to the agenda as Cllr Ridgway has reported that one of the liquid Amber trees at the bottom of the Incline is unfortunately dead. The suggestion is to take the resident up on the offer for a replacement tree which was made previously.

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Purchase of England Flag for the Mechanics Institute

It has been suggested in the past that an England Flag is purchased so it can be flown on St George's Day. I have checked and unfortunately this flag was never purchased. I would suggest we purchase a polyester flag at the size of 5ft by 3ft with rope and toggle at a total cost for £25.95 from The Flag Shop, who we purchased our Union Jack from.

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Minor Maintenance of Rights of Way

This item is so the Council can consider taking part in the scheme for this financial year.

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Electricity Provision at the Sports Pavilion

I am hoping to have quotes for the provision of electricity at the Sports Pavilion for the meeting on Thursday.

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Town Council Shopfront Scheme

I will have updated Terms and Conditions for review at the meeting next Thursday.

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Town Clerk, 6 June 2024