

Town Clerk and RFO Report

Committee: Full Council
 Report Author: David Liddle, Town Clerk
 Report Date: 07 January 2021



1. Correspondence and Actions

- i. Could I ask Councillors **always** to respond to meeting requests.
- ii. The Dog Warden project has been budgeted for in the next financial year. This money yet has not been spent due to no service provision during the summer. This topic will need to be addressed in the coming months prior to the proposed budgeted discussions. It was decided at the recent F & GP meeting to include the cost of a Dog Warden for approval by Full Council.
- iii. The Drainage survey of Queen Street Garden has now been received the results have been passed on to Yorkshire Water for review we are still awaiting any communication from Yorkshire the Clerk is to contact Yorkshire Water via an alternative route to gain progress on the matter. NYCC have also been informed with respect to the responsibility for the pathway where the drain is situated.
- iv. Applications have been received for nominations of persons for the honour of Freeman and Freewomen of Filey a selection process will take place in due course when the restrictions allow us to have a fair and equitable evaluation process.
- v. The Council now has installed a new phone system which means that all members of staff when working are available to be contacted using the 01723 514498 number, either directly or by transferring the call. There is a slight delay in answering the phones using this method so please be patient.
- vi. The Council had a discussion with SBA regarding the Town Plan. A short meeting was held with SBC and FTC to introduce the Officer which has been offered to FTC for assistance also at this meeting it was agreed that there would be an initial familiarisation visit to Filey by the Officer to ensure there was a clear understanding the projects initially discussed. The current Covid restrictions will dictate the date etc. of this and subsequent visits.
- vii. The Cheque for the Sports and Leisure grant to the Golf Club was presented by the Mayor.
- viii. The Christmas lights have been installed and now removed. The Events and Lighting committee will meet next week to discuss how the service for next year can be improved.
- ix. The Working Party looking at the Assets and Services provided by the Upper authorities have met twice and the considerations put together by the Group are to be discussed at Full Council.
- x. The Request for Filey to be considered as a host of the Yorkshire Day celebrations has been made.

2. Action Log

The following actions highlighted in the Action plan are in place.

- a) Community/Town plan see section vi above.
- b) The new IT system available, installed and working well all IT functions can now to done in both the office and any other location with internet access.
- c) The new telephone system is installed and working well after initial minor issues were resolved and personnel became familiar with the system.

3. Upcoming Council Meetings

Below is a list of upcoming Council meetings:

- Full Council meeting- **10/02/2021**
- Extraordinary Council Meeting (Budget)- **20/01/2021**
- Events & Lighting Committee- **14/01/2021**
- Finance & General-Purpose Committee- **19/03/2021**
- Planning Committee- **01/02/2021**
- Property Committee- **04/02/2021**
- Staffing Committee- **15/01/2021**
- Strategic Planning Committee- **18/02/2021**
- Map & Guide committee- **19/01/2021**

All other meetings will be advised as part of the Annual Meeting of the Council

4. Local meetings and events

The Council are unaware of any upcoming events in Filey:

5. Mayoral engagements

Below is a list of Mayoral engagements in 2020-21:

05.07.2020	Photo call 'Footprints in the Sand' Signage	10 am
24.07.2020	Meeting with the Mayor of Scarborough, Scarborough Town Hall	11 am
26.07.2020	Meeting with Journalist and Street Ambassadors to promote Filey	11 am
12.08.2020	Filey Flood Alleviation Scheme / Press call	10.30 am
05.09.2020	Mayor meeting with Mayor of Scarborough, Scalby	12 noon
30.09.2020	Presentation of Sports and Leisure Grant Cheques	9.45am
15.10.2020	Present Green Flag Award, White Lodge Hotel, Filey	2.00pm
24.10.2020	Meeting with the Mayor of Scarborough	12.30pm
30.10.2020	Opening of Simply Rustic, Filey	10.15am
11.11.2020	Laying of Wreath in Memorial Gardens	11.00am
11.12.2020	Presentation of Sports & Leisure Grant to Filey Golf Club	10.00am
24.04.2021	Bridlington Town Council Civic Dinner	TBC

**6. Deputy
Mayoral
Engagements**

There are currently no engagements planned.