

Town Clerk and RFO Report

Committee: Full Council
 Report Author: David Liddle, Town Clerk
 Report Date: 4th September 2020



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 as yet has not been spent due to no service provision during the summer. This topic will need to be addressed in the coming months.
- iii. The Survey for Queen Street Garden has been ordered and the initial topographical study has been completed and the results reported. The additional work requested i.e. the survey of the drainage and water analysis is due next week with a meeting of the Property committee called for before the end of the month to understand for the Surveyors the extent of the required work and how to move forward.
- iv. The new website is up and running in general the response from the public has been very good although some areas of ambiguity are in the process of being resolved. The email system for communicating issues is working very well with the emails being responded to within 2 working days. The office has received several responses complementing the speed of reply and content of the reply. The Facebook link has also been found to be most useful.
- v. 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.
- vi. During the Covid 19 lockdown period the staff manned the office throughout, this ensured that the essential business of the Council continued to be conducted appropriately.
- vii. The Council are awaiting a date for the next meeting to discuss the new Town Plan this has been delayed due to the work currently been undertaken by Scarborough Borough Council regarding the preparation of their Unitary Plan.
- viii. The Filey Flood Alleviation Scheme construction has commenced with The Mayor attending the "Ground-breaking" ceremony.
- ix. The First round of applications for the Sports and Leisure Grants have been received with the review process taking place at this time. Announcements of the successful applicants will be made available by the end of next week.
- x. The Council IT system has been successfully purchased and installed.

2. Action Log

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

- a) Community/Town plan see section ix above.
- b) The new IT system available, installed and working well.

3. Upcoming Council Meetings

Below is a list of upcoming Council meetings:

- Annual Council meeting- **23/09/2020**
- Extraordinary Council Meeting (Devolution)- **21/10/2020 (proposed)**
- Planning Committee- **07/09/2020**
- Strategic Planning Committee- **TBA**
- Staffing Committee- **29/09/2020**
- Property Committee- **24/09/2020**
- Finance & General-Purpose meeting- **07/09/2020**
- Events and Lighting Committee- **TBA**
- Town Guide and Map- **08/09/2020**
- Filey Community and Police Group- **TBA**

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

6. Deputy Mayoral Engagements

There are currently no engagements planned.