

Officers update October 2023

- Work on the new Parish Council office has progressed and staff have relocated into the new office. There remains some work to complete with quotes for the replacement of a fire doors in progress and new signage on order. Thank you to Cllr Clarey for supporting this project by supplying some office furniture, ceiling tiles and carpet tiles obtained without cost through up-cycling sources.
- A supplementary dog waste bin has been requested at Intake Wood due to the existing bin consistently overflowing. Costing is being sought.
- The Administration Assistant has completed a Cemetery Management course.
- Staff appraisals are in progress, with training needs and working hours being reviewed.
- The Clerk and Cllr Scott Carton met on 11 October to discuss County Council related village issues.
- The Clerk's CiLCA training webinars commence on 20 October 2023 and are monthly through until March 2024.
- Having taken advice from the Senior Parish Worker regarding opening the cemetery toilet, as a trial, the cemetery toilet is now open for the duration of the Parish Workers working day. The toilets condition is being monitored and any misuse documented to be reviewed.
- The Caretaker will be attending a 3-day First Aid at Work course in November 2023. This course is being provided at no cost to Council through the European Union Social Fund.
- A Section 106 call with N&SDC Councillors and Officers has taken place on 18 October 2023.
- All grant payments resolved at the September Parish Council meeting have been issued.
- Unity bank application has been followed up.
- Spooky disco plans are in place, and a risk assessment completed with the event taking place on 21 October 2023. This is a free of charge community event and will be delivered on budget.
- Citizens Advice are considering expanding their services in Clipstone to include an afternoon session in addition to Thursday mornings. More details to follow.
- Poppies have been displayed around the village in readiness for Remembrance Day.
- Community feedback regarding Councils website is being sought so that residents can feedback their ideas for the website refresh. Cllr Swiffin is assisting with the website refresh.
- The car park design for the former Squash and Sauna Centre is expected by 27 October 2023.
- As of the issue of this report, 2 interments have been booked / taken place in October 2023 at Clipstone Cemetery.
- The Caretaker is scheduled to attend a 3-day First Aid at Work course in early November.
- A staff training day to cover fire safety, manual handling and working at heights will take place on 4 December 2023. The costs of this training day have previously been resolved by Council. Councillors are welcome to attend, please inform the Clerk if interested.
- The Council's registration with the ICO will renew on 26 November 2023.
- Winter grit supplies ordered. With some stock remaining from last year, only complementary grit has been requested.