

	Meeting (No)	Community & Environment (1)
	Date	11 June 2024
	Document	Ref No
	C&E Manager's Report	CE1/7

Allotment Online Tenancy Renewal

As per the resolution of C&E Committee (98b 07.02.23), the PandaDoc subscription was renewed in March 2024. The subscription has been converted to monthly rather than annual as this was the most cost-effective option. Monthly subscription costs \$35 (approx. £28) and the 2024 renewal process required a subscription of two months. The subscription has now been paused and will be reactivated in March 2025.

Allotment Site Clearance Works

The plot clearance work at the Raby Park Road site is progressing well. Expenditure from 1 April to 31 May amounts to £712.50 for 28.5 hours.



We are aiming to be in a position to order a skip for rubbish removal at the beginning of July.

Ladies Day 2024

We have purchased reusable car park closure signs in order to reduce environment impact. The total cost was £28.99.

Noticeboard Replacement

Two additional noticeboard keys were purchased for the new Parkgate noticeboard at a cost of £11.90.

The replacement noticeboard for West Vale has been purchased as per minute 122, 13.02.24. Purchase cost £2,200+VAT. Installation cost £430+VAT. We are hoping that it will be delivered and installed before the end of July. Two sets of 10 magnets have been purchased for the noticeboard at a cost of £19.23+VAT and postage.

Decommissioned Telephone Boxes (Council minute 97, 24/04/24)

An application has been made to BT to take ownership of the telephone boxes in Town Lane and Landseer Avenue and a response is awaited. In anticipation of the transfer of ownership, we are currently requesting quotations for restoration works.

Christmas Event (C&E minute 132, 09/04/24)

Plans are progressing with the Christmas event steering group and we are aiming to submit the event and road closure applications before the end of July.

Junior Council

Plans are progressing to introduce the Junior Council from September 2024. All four primary schools have agreed to elect a Year 6 pupil and details are being finalised. The intention is for the children to attend a variety of events and undertake a small project.

Equals Card Payments (minute 130, 09.04.24)

Since the last scheduled meeting, the following payments have been made using the C&E Manager's Equals card:

Two spare keys cut for Raby Park Road allotment site - £11.90

Magnets for the replacement West Vale Park noticeboard - £25.89 (includes £4.32 VAT and £2.34 delivery).

Audrey Duncan
Community & Environment Manager