

Town Managers Report

Current Projects

East Midlands in Bloom 2018

Presentation Day was held on 19 September at Newark Showground. Syston was awarded a Silver Gilt Award which we are ecstatic about. Thank will be expressed to all sponsors including the 83 shops that sponsored hanging baskets, all were recognised in the Portfolio submitted to the judges. A total of 133 hanging baskets were on display this summer.

A special thanks to our regular gardening volunteers, David, Simon, Tim and Barry, and our Grounds Maintenance team as well as the U3A Gardening Group, two of whom led the judges on the judging route together with myself and Paul Henry. Also thank you to the lovely people who generously gave up their time for making the judging route a pleasure to behold. Thank you also to Syston in Bloom for their tremendous work at Syston Railway Station which was recognised by the judges. SinB also planted flower tubs in Town Square and assisted David Smith with formulating the judging route.

The Portfolio, showcasing seasonal bloom and areas not covered by the judging route has been uploaded to the Syston Town Council website and an electronic copy has been circulated to all Councillors. The judges have advised that the Portfolio be sent to other local businesses to encourage more sponsorship as well as to Charnwood and LCC.

The Front Garden Competition Winner was also nominated for a National Award and although they didn't win it, they should take pride in knowing that they were in the top four of garden entries in the East Midlands.

A presentation evening will be held on Friday, 28 September at the Queen Victoria public house, 6.30 for 7pm. Certificates will be presented to the Front Garden Competition winners and Syston in Bloom. All Councillors are encouraged to attend.

Syston Regeneration Project

An Action Plan is being written up for consideration by the Panel and Council.

CCTV Coverage

Quotes for Central Park have been approved by Amenities and Resources Committee and will be actioned asap.

The MACE shop owners are holding up progress on CCTV for Melton Road, due to the obtaining of quotes for a stronger broadband signal from their internet suppliers. I have chased them up on this again, this week.

Replacement Windows and Fire Door at the Community Centre

Quotes have been approved by Resources Committee and will be actioned asap. There will be a delay in placing the order whilst I apply for Climate Change funding from LCC.

Winfield Park – RoSPA

Proludic whom installed the new Winfield Park playground are not being very co-operative regarding the corrective action required on the flooring recommended by RoSPA inspection. They are suggesting that RoSPA are over-zealous in their criticisms. I am sending one more final request to put this right before taking legal action and this will be communicated to them.

WWI End Centenary and Procession

Traffix have now provided an acceptable quotation to traffic manage the road closures Melton Road only, as well as affected side roads, including vehicle mitigation procedures. This has been approved by Resources and their services are being secured.

I have already submitted an application to LCC for the road closure, diversions and the temporary suspension of parking bays on Melton Road.

All 230 affected householders have been informed of the road closure and half road closures and the likely impact on them. Affected shops and businesses (66) have received a similar letter but tailored to commercial interests, including a suggestion that they might wish to open shop to take advantage of the additional footfall. I have asked Tesco and Aldi if they would consider delaying opening until after the Procession has taken place, although I realised that this is a big ask.

An article regarding the road closures will be in the October edition of Syston Town News and a follow up article regarding the Procession and where to meet etc will be printed in the November edition.

Bus companies have also been informed.

I am attending a traffic marshalling course at LCC on 26 September, provided free of charge Ursula Southan and Phil Waldren are also attending.

Royal Standard Flag at Central Park

Quotes for Central Park have been approved by Amenities and Resources Committee and will be actioned asap. Royal British Legion are supplying the flag.

War Memorial Clock

Quotations are being obtained for the replacement of the clock which we have been advised, is in need of replacement.

High Street Lorry Problems

Gambles had asked Syston Town Council to raise the possibility of the installation of a road narrowing system or similar along this route. They have said they have campaigned for nine years with LCC Highways whom eventually installed the bell stop, but that more needs to be done.

The response from Highways was a road narrowing scheme which was forwarded to Cllrs for comment. I did not receive much response from Cllrs and will now take it to Development Committee for an official Council response.

National Citizens Service (NCS)

STC hosted students on the NCS scheme again this summer, last year they did some fantastic work in our parks and this was used in our Portfolio this year.

This August they focussed on public awareness campaigns, ie:

- Dog fouling
- Litter
- Selfish parking
- ASB

I understand that they also campaigned for the charity MIND and raised a respectable sum of money for the charity.

Food Festival

Reported at September Full Council.

Councillor Recruitment

This was promoted at the Syston Carnival and although there was interest by some people at the event, I have not received a firm application from anyone.

Syston Carnival

The Council hosted a stand again this year, we mainly receive complaints but there is a need for a Council presence at public events. We are looking at the possibility of having an information board with leaflets that doesn't have to be staffed for the whole of the show, but just needs checking at regular intervals.

It was disappointing that Councillors did not support the stand at all and it was left to Officers to manage. Cllr Henry did leave the Syston Town News stand occasionally to assist us.

As you know, there are talks taking place about the role of the Council in assisting with the Carnival in future, whether that be in a supporting role or a lead role. We await further information from the Carnival Committee.

External Audit

A clean audit has been confirmed – excellent work by STC Office.

Panels – updates since Amenities Committee Meeting

New Cemetery

Contractors will be appointed, subject to Full Council approval in September. The build time is weather-dependent but completion is estimated at 12 – 20 weeks from start date of October/November.

Tree Panel

The Diocese of Leicester have been supplied with supplementary information regarding our application for further works to be carried out on the three trees to the West of St Peter and St Paul Church. Still awaiting a decision.

Quotations for the first stage of the rolling tree survey, starting in the Merton Ward will be discussed at a meeting of the Tree Panel on 21 September. Church Yard Panel have also asked for a tree to be assessed. A tree has been damaged at the Church Yard and will require removal. Trees at the allotments are being assessed. I accompanied James Lee the Senior Green Spaces Officer from CBC to identify all trees at the boundary of Deville Park and the brook that required maintenance. Most can be dealt with by our own ground staff but a small number will need specialist tree surgeons.

Pavilion Panel

The Panel will be called for a meeting very soon. An architect recommended by the FA has visited the Pavilion and provided a quotation for refurbishment plans based on current FA regulations. The plans would be much reduced to the original ones but would be far easier to secure funding against.

Disciplinary Process

This has taken up an inordinate amount of my time but I am anticipating that it is drawing to a close during October.

SOS Charity Fashion Show

An SOS Fashion Show has been planned at STC for Friday, 2 November 2018. The event including a raffle is to raise money for the Chairman's Charity, The Woodland Trust.

Diary Dates

- 6 October 10 am – 11 am Syston Community Centre – Councillors Surgery
- 2 November 2018 – SOS Fashion Show in aid of Woodland Trust at Syston Community Centre 7 pm for a 7,30 pm start
- 3 November from 7.30 pm – Queniborough Village Hall – Armistice Dance arranged by Royal British Legion, tickets £8 per person (civilian & military dress encouraged – 1900 – 1940s)
- 3 November 10 am – 11 am Syston Community Centre – Councillors Surgery
- 11 November 10.30 – 11.30 am Remembrance Parade, meet at Melton Road Car Park from 10.30 am – followed by short Church Service at St Peter and St Pauls Church and excellent display of WW1 memorabilia including photographs and history of our heroic Syston soldiers that did not come home

Please remember to join up to our Facebook page for further developments at Syston Town Council:

social@systontc.org.uk

Website: www.systontc.org.uk

Twitter: @Syston_TC

Catherine Voyce - Town Manager

I have asked STC Officers to provide their own updates for this report, please see attached:

Report by the Deputy Town Manger

St Peter & St Paul's Churchyard

A Panel was formed in May 2018 with Councillors and members of the Parochial Church Council to undertake a long- term project to improve and enhance the Churchyard. The initial stages have now been completed with further enhancements planned to incorporate a section as a Wild Flower area and the refurbishment of certain railings and gates. It is hoped in time that the Churchyard will become attractive and welcoming to visitors.

Christmas Event 2018

The Christmas Event this year is well underway with the date and venue being changed. This year there will be a road closure of Melton Road and Car Park on Sunday 02 December from 1.00pm until 5.00pm.

Donation of a Bench

A former Syston resident who was a soldier of the Royal Leicestershire Regiment and latterly a retired Police Officer has donated a high quality hardwood bench with a commemorative plaque in memory of his two late wives. His first wife was a former Clerk to the Council. The bench was installed on the corner of Northfields in August for residents and visitors to use.

LED Lighting in the Public Toilets and the Brookside Suite.

LED Lighting was installed in the Public Toilets on Melton Road and in the Brookside Suite at the Community Centre in September.
LED lights would dramatically reduce the energy charges by at least 40% and there would be virtually no maintenance costs.

New Policies

- Three new Policies have been adopted by the Council in September:
Driving at Work Policy
Mobile Phone Policy
Safeguarding Children & Vulnerable Adults Policy

Senior Administrator's Notes

Silent Soldier – Park Square

The Silent Soldier installation at the entrance to Park Square was completed on 7 August.

After installation of the Soldier by STC ground staff, a team of electricians from Kneller & Kneller installed a timed LED uplighter to create a silhouette against the side wall of Millington Travel.

The second Silent Soldier was installed at the Community Centre by STC ground staff at the end of August, and stands just inside the main entrance gate. He is very eye catching and can be seen very clearly on approach from Walkers Way.

The installations have produced an impressive visual commemoration of the 100th anniversary of the ending of WW1. Positive comments regarding the Silent Soldiers and the commemorative bench have been received from residents.

Commemorative WW1 Bench – Central Park

The bench was ordered during April 2018 and due to the popularity of the benches the supplier had difficulty keeping up with all the orders they had received.

After much order-chasing, the bench arrived at the end of July. It was installed by STC ground staff in a location they had recommended. It has been placed in a position close to the War Memorial on Central Park, which enhances the commemorative aspect of the bench.

Christmas Event – Communication Plan

A Communication Plan was required to be submitted as part of the TTRO application to LCC Highways. I carried out research to identify the residents and shops that would be affected by the road closure on Sunday 2 December, then drafted a plan and also four different types of letter depending on how each would be affected. Each resident and business owner affected have now received their letters. All shops have been notified, including those that don't usually trade on Sundays.

The Communication Plan has been successfully accepted by LCC Highways.

Cemetery Records Spreadsheet

I have set up a spreadsheet which lists each burial/ash interment at Syston Cemetery, Barkby Road, since 1944 (this covers the 75 year period that the 'right of burial' lasts once a deed for a burial plot has been purchased).

Work on the spreadsheet is ongoing by myself and the Deputy Town Manager. The aim is to have one record in place which contains all the information from each of the various Cemetery books which list burials, ash interments and information from receipt books. The information can then be 'sorted' into any order (date, name, plot number etc.) when we need to carry out research regarding plots at the Cemetery. This is especially helpful when we are booking interments and carrying out deed transfers.

Assistant to the Town Manager

This month I have been assisting the Deputy Town Manager with the Christmas event by redesigning the promotional posters and advertisement banners for the new style event that is to be held on Melton Road.

I have also been assisting the Town Manager with printing and posting letters to warn residents and local businesses of the forthcoming road closures for the Memorial Procession on the 11 November 2018.

I am now currently preparing certificates and display boards for the System In Bloom Presentation Evening at the Queen Victoria Pub on Friday for those who took part in the Front Garden Competition and The Pub Garden Competition.