

Town Managers Report

Current Projects

Syston Regeneration Project

At the last meeting of the Regen Panel it was agreed to write up a business plan including an overview of the current situation this will lead into a focussed Action Plan with three broad headings – one area for each committee. This will be brought to Full Council for approval and implementation in time for the December meeting.

CCTV Coverage – Central Park

Work has commenced for the installation of three CCTV cameras at Central Park as approved by Council. Syston Bowling Club have confirmed that we can tap into their Broadband connection for the camera near the War Memorial. RM Groundworks have prepared the civil works ready for installation which will start

CCTV Coverage – Melton Road, by Railway Station

Mace have now confirmed that broadband can be connected via their shop and are liaising with ADT.

Replacement Windows and Fire Door at the Community Centre

Application for Climate Change funding from LCC in progress.

Winfield Park – RoSPA

Work complete.

WWI End Centenary and Procession

Traffic carried out the traffic management arrangements very professionally and without incident. RBL extended the route onto St Peter and St Paul Church and this part of the parade also occurred without incident.

A moving and respectful service was held in St Peter and St Paul Church, a guitarist played and sang a well-known song from the musical War Horse, which was very poignant and well received. The displays at the church were very informative and reflected the sadness and devastation that effected Syston families so much.

Thank you very much to those Councillors that supported the event and it was good to see Cllr Phil Knight wearing his medals received from his work with the Fire Service.

There was a huge turnout for the parade including Army Cadets, rainbows, brownies, guides, cubs, scouts and rangers. Syston Town Band, Ed Argar MP, Deputy Lieutenant for Leicestershire, Richard Brucciani Esq OBE DL. Deville Twinning Association were also in attendance this year and it was very moving to hear them read out the names of their fallen during the tribute at the Memorial.

Union Jack Flag at Central Park

Royal British Legion have supplied a Union Jack flag. The flag pole was installed at Central Park on Saturday, 10 November and is an excellent tribute, particularly as the parade approaches the Memorial.

High Street Lorry Problems

Highways have been informed of the approval of the proposed road narrowing scheme near to Gambles on High Street.

Councillor Recruitment

Syston Town Council have four vacancies for Councillors in the following Wards:

- Merton Ward
- St Peters East Ward
- St Peters West Ward
- New Barkby Ward

A Panel met on Friday, 19 October to discuss how to promote the work of the council and encourage people to join. An advertisement has been placed in the December/January edition of Syston Town News, STC website and notices will soon be placed in all rooms at the Community Centre. An Open Evening has been arranged to be held at the Queen Victoria pub on High Street for Wednesday, 13 February from 6 pm. It would be helpful to know which Councillors will be in attendance so that I can allocate some light duties, ie meet and greet etc.

Syston Carnival

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.

Allotments

An allotment inspection took place on 20 November; 12 allotment holders will receive warning letter about the state of their plots and two advisory letters will be sent.

Citizen of the Year Award

An advertisement for nominations for the Citizen of the Year Award and the Young Citizen of the Year Award has been placed in the December/January edition of Syston Town News.

Fields in Trust

I met with a representative from this organisation this week and will be progressing protection for more of our parks with this organisation (to be approved by Council).

Unitary Authority Meeting

I am attending a meeting with other Clerks and Simon Lawrence, Major Projects Manager of Leicestershire County Council on Thursday, 22 November. Simon will be presenting to Full Council in November.

U3A Third Birthday

The Chairman and I attended a celebration for U3A Syston Branch with over 400 members.

SaDVC 40th Anniversary

The Chairman, Vice-Chairman and Officers were invited to this celebration, unfortunately Officers were unable to attend due to a prior engagement but the Chairman attended and reported a successful event.

Meeting of Chairs

We now have a monthly meeting of Chairs of Committees and the Chairman to discuss Council progress on various projects. The second one is scheduled for Friday, 23 November.

PDR

The Chairman has carried out my PDR with me, using a new form that I obtained following an appraisals training course I attended at LRALC. All staff will now be undergoing their PDRs.

Panels – updates since Amenities Committee Meeting

New Cemetery

Contractors have been appointed and started work on 20 November 2018. The build time is weather-dependent but completion is estimated at 12 – 20 weeks from start date of November. Panel met to review/set the burial pricing schedule for the new cemetery and new prices have been approved by Amenities.

Tree Panel

The Diocese of Leicester have confirmed their approval for further works to be carried out on the two trees to the West of St Peter and St Paul Church. Planning Permission with CBC has now been granted. I am awaiting a start date from George Walker.

A contractor has been appointed to re-assess the Council owned trees in Merton Ward and the Cemetery and a quotation will be taken to the Tree Panel and Amenities.

Pavilion Panel

A ground staff meeting was held to consider the recommended pitch improvements suggested by the FA. Groundsmen were open to further training and provided feedback on suggested pitch improvements.

Disciplinary Appeal

Reported to November Full Council.

SOS Charity Fashion Show

An SOS Fashion Show was held on Friday, 2 November 2018. The event including a raffle raised over £300 for the Chairman's Charity, The Woodland Trust. A huge thank you to all those that helped support the event which was attended by 40+ people.

Diary Dates

- 1 December Councillors Surgery – 10 am – 11 am
- 1 December Syston Christmas Celebration – Melton Road 1 pm – 5 pm
- 1 December 9 am – 12 pm – collect your free trees from Central Park
- 19 December 12 pm – 2 pm – Christmas drinks for Councillors and Staff at C Ctr (TBC)
- 21 December – Council Office closed until 2 January

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

Deputy Town Manager's Report

Events Panel

Letters have been written to all stall holders to advise them of the set-up times and areas which they have been allocated for the event. Melton Road and Car Park has been split into five areas which will each be marshalled by two staff/volunteers. Traffix have put out the advanced notices for the road closure and it has been advertised in the Syston Town News and on the STC website.

A full programme of entertainment has been worked out for two separate areas with the stage being in Melton Road Car Park.

A time schedule has been produced for the day's events, most of the Christmas lights have now been erected throughout the town and the Christmas tree is arriving on Thursday.

Posters and banners have been distributed to the two local schools, two Day Nurseries, local shops, STC website, notice boards and Syston Town News.

A large banner will be put on the Brook Bridge with a smaller banner opposite Tesco and one on the railings of Wreak Valley Academy advertising the event next week.

The Mayor and not the Deputy Mayor will now be attending the event.

We hope to make it an enjoyable event for all the community. Fingers crossed for the weather.

Churchyard Panel

Different types of funding are being sought to help with any major projects.

A letter has been received from the PCC for the request of additional lighting by the West Door of the Churchyard as this is a particularly dark area.

The broken iron railings on the edge of the Churchyard will shortly be removed.

Litter has become a major issue in the Churchyard with beer bottles and cans being strewn everywhere. The Panel are considering signage which may help and STC Ground staff are also helping to keep the litter at bay.

The main Church gates have now been refurbished and painted which provides a better overall appearance.

SOS Charity Fashion Show

The Charity Fashion Show was a success on Friday 2 November and we raised over £300 for the Chairman's Charity which is the 'Woodland Trust'.

Precept 2019/2020

The Draft Precept for 2019/2020 is currently being worked on and has again been through all Committees in November for finalising in December. This will then be submitted to Charnwood Borough Council for approval.

Employee Handbook

The employee handbook has been updated to include all new policies and procedures adopted by the Council this year.

Councillor Attendance

This report has been updated to include Councillor attendance of Committees and Panels from May to November 2018 and reported to Full Council.

Ursula Southan – Deputy Town Manager

Assistant to the Town Manager – Report

Fashion Show

On Friday 2 November I took part in the Charity Fashion Show raising money for the Chairman's Charity – The Woodland Trust. Where we raised over £300.

Christmas Posters

The newly designed Christmas Celebration Posters have been displayed on town noticeboards and in local shops to promote the upcoming Christmas light switch on which will be held on Sunday 2 December.

Room Hire for Falcon Support Group

A new Support Group Falcon Support who are based in Loughborough have booked in at the Community Centre to start drop in sessions for the homeless from January. This drop-in session will allow homeless people to come along and get advice and support as well as something to eat and drink. A recruitment drop in session will take place on Friday 14 December to get some volunteers involved.

NHT Survey's

The NHT surveys circulated at September Full Council which were completed by Councillors and sent back to me have now all been compiled and sent off to LCC Highways.

Sophie Brown – Assistant to the Town Manager