

Town Managers Report

East Midlands in Bloom

The first Panel meeting was held in November. Members are: Town Manager, Deputy Town Manager, Assistant to Town Manager, Senior Groundsman, Cllr Tom Barkley, Julie-Ann Byrne – Contracts Officer CBC, Nicola Clarke – Community Engagement Manager, Ideverde, Jo De-Roeck – Supervisor Street Cleansing, Serco (new member), Lesley Campton U3A Gardening, Sue Blaxton U3A Gardening
The next meeting is to be held on 10 January 2020 at 10 am.

Councillor Vacancies

There are six vacancies at the Council in wards:

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

The applicant that did not turn up at the October meeting is planning on presenting at the December meeting.

Skate Park Flood Lighting until 8 pm

In November I received confirmation that the S106 application to fund this work has been approved at Charnwood Borough Council. This week I paid the deposit of 25% - £2,375 to secure the order. Work will start mid-January 2020.

Pavilion

An order has been placed with the Architect to draw up a detailed specification ready for the application to tender to be placed on the National Contractor Website. Cost of order is £12,260.

Due to the disappointment that Syston Band original quotation for a replacement hut was under-estimated and the forthcoming deadline for the spending of the S106 monies. The S106 application that I had drafted for the Band Hut was not submitted. I instead, prepared and submitted an S106 application for the whole of the £40k remaining to be pledged for the Pavilion refurbishment and extension. This was submitted on Monday, 9 December. There is a chance that this application will be rejected as the project isn't "shovel ready". If it isn't passed, it was agreed at Resources that I write up another application on behalf of the 10th Leicester (Syston) Scout Group towards their refurbished Club House.

CCTV Melton Road

I have been informed that we need to apply for a licence for the broadband cabinet to be located on the pavement at Melton Road and have started the process with Leicestershire County Council. ADT are currently submitting a Section 50 New Apparatus application to Network Management. This is progressing, I should have a further update at the meeting.

Tree Panel

An urgent tree maintenance was taken on a tree overhanging the children's playground at Central Park.

A number of minor tree works have taken place at Barkby Road Cemetery, Archdale Park, Memorial Park, Winfield Park and Deville Park at a total cost of £2,030.

Charnwood Member Grants

I assisted with applications from Inter Care and the Syston Bowls Club for the Charnwood Member Grants scheme. Both applications were approved.

CCTV Central Park

There was an outage this month for two days. There appears to be an intermittent radio link problem which is being investigated. The bench and trellis was vandalised in the Peace Gardens, CCTV footage did not identify anyone but Charnwood CCTV are monitoring the area.

Allotments

The fence has now been replaced at the allotments by George Walker.

The historic water pump is nearing the end of its useful life. Allotment Society identified a suitable solar panelled pump for purchase, which was approved by Amenities and Resources this month. An order has been placed at a cost of £1,855.

Allotment plot inspections will re-commence in the Spring.

Draft Charnwood Local Plan 2019-36

The public consultation is now complete and the boards have been returned to Charnwood Borough Council.

Christmas Event

I worked as a steward for the event and also met the Mayor of Charnwood at the Council Offices. I escorted her to the Syston Bowling Club Clubhouse where refreshments were served and onto the stage to present the Shop Window competition winners.

Thanks to Cllr Lyn Gillard for stewarding and Cllr Tom Barkley for Santa duties. Thanks also to all Councillors that supported the event by their attendance.

The Event itself was a huge success and was managed by the Christmas Event Panel and expertly implemented by Ursula and Kay. Only positive feedback has been received to date.

Syston and District Cemetery

- A children's bench with squirrels each side which was ordered on 16 October will not be available until January 2020 due to the size of granite needed.
- Vaults and Kerbs likely to be installed before Christmas
- Columbarium likely to be towards the end of January

Next meeting – Friday, 13 December at 4 pm to agree upon the Rules and Regulations.

Further update at FC meeting including CCTV provision.

Two or three burials are likely to take place prior to the end of the year.

Pavilion

Meeting held with the FA and the football managers on Tuesday, 5 November to agree upon the best way to make a robust and ambitious case for the Football Foundation grant. The architect is now working up a quotation for a detailed specification of the plans to be written as well as for the project management of the build/refurbishment based on the approved plans. Notes of the meeting to be submitted to Amenities Committee.

Diary Dates

18 December 12-2 pm Chairman's Christmas Cheer – Jubilee Room – all welcome to join us for a drink and light refreshments – very informal, just call in if you have the chance.

20 December – Office closure until 2 January 2020.

NO COUNCILLOR SURGERY IN JANUARY

1 February 2020 – Councillor Surgery

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

Christmas Event

The Christmas Event was a great success again this year being held on Melton Road, and we were very fortunate with the weather. Great feedback has been received from the public and stallholders to say that it was a well organised event with a great atmosphere with many enjoying the extra street entertainment outside Pet World. Some of the street entertainment included a balloon modeller and an animatronic 'Sheppy the Sheepdog' character on a bicycle, which children were fascinated with.

Syston Scouts were a great help with the event, taking part in a number of duties including litter picking, moving chairs and selection boxes.

St John ambulance let us down badly with out First Aid cover by not turning up and not informing us until the day before the event, which was a Saturday. St John have apologised for not notifying us sooner that they did not have enough volunteers to cover the event, which had been booked since May.

A full entertainment programme was performed on the stage with a professional firework display at the end.

This year there were 11 shops who entered the Christmas Shop Window competition and they were judged by a Rainbow, Brownie and Guide. The Winner was 'The Mews' with Mind in second place and Shaw's Upholstery in third. There were some really good entries and it was difficult to choose with the results being very close.

The Christmas Lights in a tree on Brookside have been repaired and also lights on two trees on the Green which were vandalised just before the Christmas Switch on.

Churchyard Panel

I am looking at costings to replace two notice boards in the Churchyard as they are both rotten. Suggestions have been to replace with aluminium boards instead of wooden. It was suggested that the PCC make a formal request to the Council for a donation towards these following their PCC meeting in late December. A quarter page advert has been placed in Syston Town News for any volunteers interested in forming a 'Friends of the Churchyard' Group.

Future plans are to improve the borders with hardy perennials and shrubs with a mini project for the Spring turning the border alongside the Church into a quiet, tranquil area with new planting and possibly a new bench. The Yew hedge at the back of the Churchyard is becoming untidy and needs addressing. With the help of the Panel I will formulate and Action Plan to discuss with the Ground staff to see if they can help with any of the work.

Precept 2020/2021

Draft budgets for 2020/2021 have been worked on over the last two months and these have been presented to the individual Committees for discussion. The budgets will be finalised and approved by Full Council in December 2019 and be signed off for submission to Charnwood Borough Council in January 2020. We are currently awaiting the 'Band D' figure from Charnwood BC for the Precept calculation.

Fencing Around the Play Area on Deville Park

Two quotations have been obtained for a replacement fence around the playground of Deville Park and George Walkers have been awarded the contract. They have confirmed that this work will begin in January. It will be only be the fence that is replaced and not the two gates. The fence was found to be unsuitable at a recent RoSPA inspection.

Plaswood Edging – Central Park

Two quotations have been obtained and the work has been awarded to Amberol at a cost of £1,920 and the cost has been added to the Precept for 2020/2021.

New Sign For the Allotments

A new sign has been ordered for the Allotments to state that there are plots available but there is a waiting list.

Funtopia Change of Date

Funtopia had originally booked the 8 and 9 May 2020 but had not realised the Bank holiday had been moved this year and they had already booked elsewhere for that date. They have re-booked for 2 and 3 May 2020.

St John Mental Health Course

I recently attended a one- day St John Mental Health training course and I am now a Mental Health First Aid Champion. The course provides an understanding of common mental health issues and the skills to signpost people to support as one in four people will suffer a mental illness at some point in their lifetime.

Senior Administrator

Senior Administrator

Allotments

I am in the process of preparing and sending out letters to the 120 allotment holders to remind them that the fees for 2020 are due before the end of January. There are currently a couple of vacancies which will now be offered out along with any plots that are given up in January.

Christmas Event

The Christmas Event was a great success, it was nice to see so many families enjoying the event and the fireworks. I worked as a steward during the event, and planned the communications with residents, local businesses and bus companies, which all went smoothly. Positive feedback has been received from the stall holders. The dance group particularly enjoyed the event and have posted good feedback on social media.

Cemetery

I have been dealing with three different funeral directors who have been experiencing an extremely busy time in the lead up to Christmas. There have been four burials to arrange in a short period of time. In addition to this, I have prepared paperwork for a transfer of Exclusive Right of Burial which needed a form of renunciation and also a statutory declaration and I am waiting to hear back from them.

Assistant to the Town Manager Report

Assistant to the Town Manager Report

Christmas Event

The Christmas event was held on Sunday 1st December and I assisted on the day with getting the stalls onto the road and I also took part as one of Santa's Elves and helped at the Grotto in the afternoon.

The Council Christmas cards were also sent out this week.

Health and Well Being Board

As the Town Manager and Deputy Town Manager have recently been on the St Johns Ambulance Mental Health First Aid Course. I have put together a Health and Wellbeing Board in the reception area of the Community Centre.

ILCA Course

I am still working on getting my ILCA qualification and am very close to completing the final module.

Room Bookings

We have had a lot of room booking enquiries this month for December and into the New Year, so I have been sorting those out.