

## **Town Managers Report**

### **Current Projects**

#### **System Regeneration Project**

This is currently being circulated for consultation.

#### **CCTV Coverage – Central Park**

The installation of three CCTV cameras at Central Park as approved by Council is almost complete.

#### **CCTV Coverage – Melton Road, by Railway Station**

This is almost complete.

#### **Replacement Windows and Fire Door at the Community Centre**

Application for Climate Change funding from LCC in progress.

#### **High Street Lorry Problems**

Road narrowing scheme now being replaced with a row of bollards outside the Gambles premises. I have recently chased this up with LCC Highways.

#### **Councillor Recruitment**

System Town Council have five vacancies for Councillors in the following Wards:

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

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.

To date the following Councillors are assisting with the event:

Cllr Paul Henry, Cllr Eric Vardy, Cllr John Lucas, Cllr David Pepper, Cllr Tom Barkley

Notices have been placed around the community centre, on the STC website on social media.

Letters with invitations have been circulated to key businesses in System.

#### **Allotments**

The Water Bill of £5900 is currently in Stage One Complaints Procedure with Water Plus.

Our solicitor is currently in negotiations with the landowner whose fence has been fitted in the allotment land.

#### **Civic Reception 2019**

Invitations have been printed and the invitee list is currently being update. The Mayor of Charnwood has already confirmed her attendance. Letters to Leicestershire businesses, requesting raffle prize donations have been posted.

### **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, around the town and at the Community Centre. Councillors are also encouraged to nominate.

Notices have been placed around the community centre, on the STC website on social media.

Invitations for nominees have also been posted to Wreake Valley Academy and Roundhill Academy.

### **Skate Park Lighting**

The householder living opposite the Skate Park has objected to the lighting of the area until 8 pm. His objection is regarding the problems with youths on the park after dark. I have replied and suggested to him that by lighting the area until 8 pm would potentially reduce this problem.

### **Fields in Trust**

I am currently progressing protection for more of our parks with this organisation (to be approved by Council).

### **Meeting of Chairs**

The next monthly meeting of Chairs of Committees and the will take place on Friday, 15 February at 11 am.

### **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**

Work progressing. On course to complete in April 2019. Amenities Committee and Resources are being kept informed of progress and finance.

#### **Tree Panel**

Tree Panel agreed to follow up the recommendations from the Tree Survey. Clive Summerfield and Cemetery Contract, Andy have carried out the low-level works. Contractor, Richard Hallahan is currently working up quotes for residue works Major works in “no mans land” Deville Park have been quoted for by tree surgeons and will be considered at the Tree Panel meeting to be held on Friday, 25 January.

Tree works at St Peter & St Paul church yard have been completed by George Walker.

### **Pavilion Panel**

Amenities have approved sketch plans for the refurbishment to be drawn for planning permission submission.

Groundsmen did not want to progress with further training in pitch management, I have not challenged their decision as they felt it was more involved than they could take on.

I have written to Kirklands FC to enquire if they had any objection to Brookside FC replacing the temporary goalposts with new and FA approved goal posts. To date they have not replied, the next communication will give a deadline for a response with a “non-response will be deemed as acceptance” clause.

### **Ride on Mower**

A John Deere ride on mower has been ordered and will be delivered in early February. This was approved by Amenities following a major repair costing well in excess of the value of the existing vehicle, rendering the repair untenable.

### **Diary Dates**

- Saturday, 2 February 2019 – Councillors Surgery 10 – 11 am
- Wednesday, 13 February – Councillor Recruitment Evening 6 – 8 pm
- Friday, 15 February – Chairs meeting – 11 am

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

[social@systontc.org.uk](mailto:social@systontc.org.uk)

Website: [www.systontc.org.uk](http://www.systontc.org.uk)

Twitter: @Syston\_TC

Catherine Voyce - Town Manager

## **Deputy Town Manager's Report**

**I was on annual leave until mid- January.**

### **St Peter & St Paul's Churchyard**

I have been working on actions from the Churchyard Panel:

- Lighting is a long- term project looking into options and costs of additional lighting by the West Door, a dark area of the Churchyard.
- Six old wrought iron railings have now been removed from Area 6; this area will now be raked, re-seeded, remove ivy and tidied up.
- A garden bin is to be arranged for the Church.
- Re-seeding of any bare areas where crown lifting of trees has been carried out.
- A wild flower area will be potentially planted on the left of the pathway from Upper Church Street.

### **Food Festival**

I am working with Catherine, gathering information and contacting local businesses to see if they are interested in taking part in our first Food Festival on Sunday 25 August on Central Park, Syston. Two or three local businesses have shown an interest in taking part. Food Gusto are meeting with me on Friday and measuring Central Park, to move forward with this summer event.

Councillors are reminded that this is not a Syston Council event.

### **Christmas Event**

A debrief meeting is to be held on Tuesday 29 January to see what the feedback was from the event. To establish what worked and what didn't and the way forward for this year's event.

### **Summer Hanging Baskets**

To make the town look spectacular this summer I have been liaising with the Head Groundsman to establish how many summer baskets will be required and what sort of plants would be best suited.

### **Update Website**

It has been decided to update the STC Website and I will be implementing the upgrade with our website providers. This will give the website a whole new look with a white background instead of dark blue and more detailed information on the HOME page.

***Kay Liquorish, Senior Administrator is currently on holiday.***

## **Assistant to the Town Manager Report**

### **Councillor Recruitment Evening**

I designed an eye-catching poster to promote the Councillor Recruitment Evening which will be taking place at the Queen Victoria Pub next month. This has been displayed around the Community Centre as well as on all Town Council notice boards within the town. I have also sent out a letter along with the poster to over 50 businesses in Syston.

### **Young Citizen of the Year Award Sent to Local Schools**

Posters for nominations for the Young Citizen of the Year Award have been displayed around the Community Centre and also promoted on our Website and Social Media outlets. I have also written a letter to Roundhill Academy and Wreake Valley Academy to make them aware of this new award.

### **Syston Food and Drink Festival**

I designed a leaflet for the upcoming Food and Drink Festival that is being organised by Food Gusto. This has been distributed to local food and drink companies in Syston and the surrounding area, to see if they would be interested in having a stall at the event.

### **Raffle letters for civic reception**

I am currently typing up letters to businesses to ask if they would be willing to donate a prize for the raffle being held at the Civic Reception this year. The invitations have also arrived, ready to be sent out in due course.

### **Allotments**

I have been assisting Kay over the last month with collecting in the allotment payments. We have been very busy with people coming in to pay as well as paying over the phone.