

**Clerks Report on matters ongoing
@ 16th September 2025**

- **Allotment Composting areas**—Quotations for like for like recycled plastic modular provision and brick-built bay to be considered. Allotment holder meeting had confirmed support for installation of the facility. Agneda item for discussion in September meeting. **ONGOING**
- **Defibrillators** —Plans for 4th machine to be placed on a streetlamp on House Lane/Stotfold Road now on hold. Cllr Arkle has re-approached NISA owners who are willing to accommodate the machine and are currently seeking landlord permission. **ONGOING**
- **Repair Café** – Community survey due to close 11th September responses collated for council consideration 16 September 2025. **ONGOING**
- **Bench and aesthetic improvement project** – Public consultations carried out over a three-week period in August, using different days of week and times of day, to attract as many participants as possible. Online survey to be completed by 22nd September -**ONGOING**
- **Council Strategic Plan** –Objectives and Action plan draft agreed. Plan adopted July 2025 and published. **COMPLETED.**
- **Website updates** – Work ongoing around other operational commitments. – **ONGOING**
- **Martyn's Law** – NALC checklist provided to assist risk assessment updates; insurance provision and evacuation procedures, applying consideration of terrorism threat for public events and buildings. **ONGOING**
- **Tree whips from Woodland Trust** – Whips growing well awaiting planting in November 2025. Whips fostered by Thomas Pang now returned to council possession. **ONGOING**
- **West Drive** –BRCC benches remain in Community Centre whilst BRCC finalise details of maintenance and insurance with CBC. **ONGOING.**
- **Resource Centre Service Level Agreement and Lease** – Meeting held 24th July 2025 with CBC's Head of Library Services to discuss expired lease and resolve anomalies with Service Level Agreement – \$106 funding secured for revamp and self-service machine installation. Refurbishment due to be completed before April 2026 - **ONGOING**
- **A507 bridge into Etonbury Wood** – Communications required with Etonbury and Pix Brook Academies to determine any concerns regarding safety of students accessing the school via this route. **ONGOING**
- **Community Centre External Notice Board** - Clerk to explore options for an additional external notice board designated for informing residents of how they can get involved in their local community. **ONGOING**
- **Christmas Lighting 2025/26** – Ex display items sourced quotes considered July 2025. Error at supplier end means these items are no longer available. New quotation to be considered September 2025. **ONGOING**
- **Resource Centre activities/groups** –Research work being conducted to increase use by small community groups needing a venue. **ONGOING**
- **Consultation events** to be scheduled to encourage resident participation in providing opinion to help steer budgeting and strategic direction of council for 2026/27. **ONGOING**

- **Community Building Public Participation** – Consultation delivery to be considered by council September 2025. **ONGOING**
- **Biodiversity project** –Discussions held with the Arlesey Scouts with positive response to potential collaboration to build habitats and with the Women’s Institute for planters. Discussions ongoing, to include ACORN expertise and knowledge of suitable habitats. **ONGOING.**
- **Hedgehog Houses-** Hedgehog houses purchased and placed at Stotfold Road and Hillary Rise allotment sites as part of Biodiversity project-**COMPLETED**
- **Local Artist Exhibition** – 1st exhibition complete. Next artist to create second display to 10th September 2025. **ONGOING**
- **Stotfold Road Allotments** – Minor non-intrusive hedge work carried out to vegetation causing visual obstruction, impacting security with more severe cutting scheduled for end of bird nesting season. **ONGOING**
- **Asset inventory and organisation** – Project planned to create a more effective and efficient storage facility within the cemetery store and MUGA storage container as storage availability is under pressure and currently ineffective. **ONGOING**
- **Community Group Quiz Night** - Quiz event to be planned and advertised. Cllr Spoor creating the quiz. St Peters Quiz night confirmed for 7th November 2025. **ONGOING**
- **Staffing Review** -Approaches made regarding Apprenticeships. Horticultural Apprenticeship discounted as unsupportable from the employer as not providing the skills required by the course. Business Administration course not ideal. Communications potential being explored. Staffing reviews of job descriptions and task distribution underway. **ONGOING.**
- Proposals to be considered at a forthcoming meeting prior to budget setting:
 - Recreation Ground Sensory Trail –
 - Youth Zone enrichment
 - Village Hall kitchen refurbishment/restock
 - Single Use Plastics and Village Hall
 - Community Centre toilet redecoration