



## WELLS TOWN COUNCIL

THE SACKHOUSE, JICKLINGS YARD,  
WELLS-NEXT-THE-SEA NR23 1AU

### CLERKS' REPORT WRITTEN FOR THE MEETING TO BE HELD APRIL 2013 & PREPARED 28.03.2013

- 1) With the assistance of specialist computer software I have been able to complete risk assessments covering all areas of the councils' business. As a result I have identified a specific need for recorded routine site inspections, some additional signage and the consideration of some additional insurance cover. I will discuss the relevant issues with individual portfolio holders as necessary
- 2) I have written to NCC concerning the unfinished work on the Buttlands kerbs; to date I have received no reply.
- 3) Following and inspection of the trees on the Buttlands, 17 of the 21 trees were found in need of attention. Special Branch Tree Surgery have been contracted to complete the work as soon as possible.
- 4) NCC has agreed to line the road surface of the new loading bay on the Quay with 'BUSES/LOADING ONLY'. The work is scheduled to be done in about three months' time. The parking enforcement team would like incidents of illegal parking reported as they happen, Tel 01553 616222. Email [parking.operations@west-norfolk.gov.uk](mailto:parking.operations@west-norfolk.gov.uk)
- 5) We have received a request from NCC to identify any areas within Wells where surface water flooding has occurred in the past, along with indications of what may have been the cause. Please let me have details of anything that needs to be recorded.
- 6) Sheila Oxtoby and Tom FitzPatrick have again offered to attend another Town Council meeting later in the year should we wish to invite them.
- 7) NNDC are consulting on the CCTV provision within the district with a view to reducing costs. There is a workshop at Cromer on the 17<sup>th</sup> April should anyone wish to attend.
- 8) The Community Hospital has offered me an office on the ground floor which I hope to move into during April.
- 9) Steve Finch has thanked the council on behalf of the football club for the recent work done on the recreation field.
- 10) A recent inspection of the recreation field has identified a risk where the dyke passes behind the skatepark. RH is aware and I am looking at the possibility of fencing along a small section of the dyke.
- 11) Item 6 on agenda, concerning the taxidermy collection. I have made enquiries and it is recommended that the collection shouldn't be exposed to any extremes of temperature or humidity. Normal room temperatures should be fine but to be on the safe side an annual visual inspection is recommended.
- 12) Item 9 on the agenda, concerning low energy street lighting. The item has been listed due to possible funding that is available from NCC. Any bid for this funding needs to be prepared by 30 April to access the £1,000,000 available. A rough cost to upgrade the 165 lights in Wells would be about £60,000. If we were able to get 75% of the cost as a grant we would still need to find £15,000. If the whole grant fund is used towards upgrading the Counties lights it would only account for about 4000 of all the parish lights in Norfolk; therefore funding is not guaranteed. K & M lighting, who maintain our lights, are negotiating a number of alternate funding options including interest free loans. The potential long term savings of low energy lights, on electricity and maintenance, is thought to be very good. The new LED lights are programmable and can be set to go off or to automatically dim during the small hours. In the long term the council needs to consider upgrading the councils lighting stock and an annual rolling programme may be one solution. The council could consider the funding options given above but no provision has been made in the 2013 – 2014 budget for the sums required.
- 13) The 'Big Red Bus' youth project is returning to Wells on Wednesday evenings commencing 27 March 2013.

Greg Hewitt Town Clerk

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