



TOWN CLERKS' REPORT

TOWN COUNCIL MEETING

REPORT 9/21

11 JANUARY 2021

The purpose of this Report is to record developments since the last meeting not requiring an Agenda item at this meeting.

No. DETAILS

1) SUPPORT FOR VULNERABLE RESIDENTS

- a) Calls to our two help lines throughout the Christmas break by vulnerable residents needing support with shopping or medication collections continued to be responded to by Alison and Tony who were able to arrange the required service by the ever-willing volunteers.
 - b) The continuing service was advertised in the last Clerk's Column before the break in both its digital form and its repeat in the Chronicle.
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2) OUTDOOR GYM

The Government's rules for the latest lockdown require the closure of our Outdoor Gym until further notice.

3) OFFICE CLOSURE

- a) At a staff meeting on 4 January we agreed that the office would be closed to the public under the new regulations for the latest lockdown.
 - b) Staff will visit the office from time to time to deal with mail and deliveries and business will continue as usual:
 - o Office-based staff phones are diverted to personal mobiles
 - o Email addresses are widely publicly available
 - o Parking permits and payments of other kinds including shopping will be dealt with on line
 - o Virtual meeting sessions will continue to be standard for both meetings including Members and between staff.
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4) PUBLIC TOILETS

The government's rules for Toilets in the latest lockdown state 'Public Toilets, portable toiletPublic Toilets wts and toilets inside premises should be kept open and carefully managed to reduce the risk of transmission of COVID-19.'

5) WORKING GROUPS

- a) The Assets & Services Working Group met on 15 December, 24 December and 5 January with its next meeting planned for 19 January.
 - b) The Community Development Working Group met on 7 January.
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