



# Holybrook Parish Council

*Proudly serving the residents of Holybrook Parish since 2000*

## **Clerk's Written Report – Monday 13<sup>th</sup> February 2023**

### **Beansheaf Centre/Parish Office**

#### **Office:**

The Clerk attended a Future of Local Councils talk hosted by the SLCC on 25<sup>th</sup> January 2023. Members have been provided with the report. Of particular interest are the recommendations within the report which members are encouraged to review and bring to the table if desired.

The Administration Assistant is working her way through the Excel training course and is due to complete this before the end of March 2023. The course, to date, has been useful.

The office is busy at the present time with the following as major tasks coming up over the next couple of months: CIL monies questionnaire (Special Edition Newsletter), financial year end, annual assembly and annual parish meeting, council elections and King's Coronation Event.

#### **Centre:**

06/02/2023 – there was some minor disruption caused after an event in the Beansheaf Centre on 04/02/2023 whereby the cleaner had to complete some additional work on the Sunday morning. We have retained some of the deposit to cover the additional cleaning costs.

Bookings continue to be strong. As sample week in the Beansheaf Centre is enclosed for information only.

#### **Maintenance:**

18/01/2023 – the shutter in the Linear Hall was finally repaired.

#### **Parish:**

West Berkshire Council has ordered the pollarding of a hung willow tree by the woodland path near Palmera Avenue and of a willow near the Garage. The works is expected to take place in February.

10/01/2023 – leaning street-lamp on Carters Rise reported to WBC for repair. WBC advised repair would be completed within 7-days. Complete.

10/01/2023 – missing man-hole cover on A4 Bath Road footpath (south side) reported to WBC. Response awaited.

Public Right of Way: HOLY/4/1 will be closed from 18th February to 6th April 2023, between the hours of 23:00 to 05:00. This closure is to enable Network Rail to carry out Track replacement.

03/02/2023 – We received information that one of the hinges on one of the gates at the Underwood playground is broken. Awaiting report.