

MTC Full Council 19.1.21

Report No 1 MTC Actions in response to Covid 19 Lockdown 3

1. Due to the Government announcements on the 4th January, and the subsequent guidance the following services are now in operation;
 - Full Council and Council Committees continue as planned
 - Office is staffed by the Deputy Clerk for general enquiries.
 - Admin and TIC staff are remote working and supporting Council services and activities as needed, in particular communications with residents, information updates.
 - TIC itself is closed.
 - Parks are open, the Outdoor gym is closed.
 - The Town Hall remains open for the NHS Blood service as required, and all other bookings are suspended.
 - The Cinema is closed until April (to be reviewed).
 - Jackdaws Café is open for takeaways.
 - The Town Hall toilets are closed to the public, with some discretionary access for key workers and disabled access whilst the Cross Hayes disabled toilet is repaired. The Cross Hayes toilet disabled toilet is closed due to vandalism prior to Christmas; and it is envisaged this will be repaired and back in use by the 15th January. Opening times have been reduced to close at 4.30pm until March when the lighter evenings return to help mitigate the risk of vandalism 9 as advised by HiTec whose experience suggests this happens in the 'darker hours'.(A separate Report will be made to the Town Hall and Facilities Committee on the 27th January)
 - The Cemetery is functioning and Cemetery toilets are open.
 - Bins are being emptied as usual and the ground staff continue to maintain the open spaces.
 - The monitoring of the High Street scheme.
 - The cleaning regime continues as needed to a high standard in the Town Hall.
 - Staff are mitigating the balance of their time by taking annual leave owed before year end, where appropriate.

2. The 'live' projects and works that continue are;
 - The repair to Cross Hayes Toilets.
 - Progressing the CCTV tendering process.
 - The finalisation of the works to the Lodge and marketing it for occupation.
 - Any servicing works to the Town Hall or plant and equipment.
 - Planning for transition and handover with the departure of the Town Clerk.
 - Repair works to the Cloister Gardens is also lined up for implementation in February.

- Remedial and development works to the Chapel continue as planned subject to contractor availability. There was some vandal damage to the Chapel windows prior to Christmas, and the Deputy Clerk is in the process of managing repair works and associated mitigating actions to rectify this matter.
3. Any spare capacity remains on 'stand-by' should a specific back office response be needed in support of the community need as a consequence of the current Lockdown.

Richard Spencer-Williams – Town Clerk

Link

<https://www.gov.uk/guidance/national-lockdown-stay-at-home>