

**TOWN CLERK'S ACTIVITY SUMMARY
JUNE 2010 (Month 3)**

TOWN HALL BOOKINGS

	Month	Last year	Year to date	Last year to date
General	1	5	8	14
Ceremonies	8	3	19	12
Ceremony enqs	11	7	34	40

TOWN CLERK DATES

<i>Thurs 3</i>	Crime & ASB meeting, Brede
<i>Sat 5</i>	Wedding
<i>Mon 7</i>	Rother Clerks meeting, Battle Planning and Public Services Committee meetings
<i>Tues 8</i>	REACT meeting
<i>Mon 14</i>	Wedding
<i>Fri 18</i>	Wedding
<i>Mon 21</i>	Council meeting
<i>Thurs 24</i>	Rother Annual Parish Conference, Brede

RYE TOWN COUNCIL

**TOWN CLERK'S ACTIVITY SUMMARY
JULY 2010 (Month 4)**

TOWN HALL BOOKINGS

	Month	Last year	Year to date	Last year to date
General	3	6	11	20
Ceremonies	7	5	26	17
Ceremony enqs	19	12	53	52

TOWN CLERK DATES

<i>Mon 5</i>	Planning & Policy Committee meetings
<i>Tues 7</i>	RALC meeting, Battle
<i>Thurs 8</i>	CH Insp Keating meeting – custody suite facilities
<i>Wed 14</i>	Udimore Road site visit REAT meeting
<i>Thurs 15</i>	Meeting with Planning Strategy Officer re: LDF
<i>Mon 19</i>	Planning and Council meetings
<i>Tues 20</i>	QC and HR Working Group meetings
<i>Thurs 22</i>	Rye Low Carbon Meeting
<i>Fri 23</i>	ESCC Transport & Environment Day for Parish Councils
<i>Wed 28</i>	Rye Fund meeting

RYE TOWN COUNCIL
as at 24 August 2010

PRO2 ITEM 23

Task/Project title	Outline	Target/review	Status	Notes
Allotments – reversion to RTC	Return of function/land	ongoing	Dept for CLG has advised is a matter for both authorities to resolve. RTC to ask Amber Rudd to review and make representations to Eric Pickles and RDC. RTC has applied for a restriction on S Undercliffe site.	
Annual Report 09-10	Publication	30 June 2010	Published by 30.6.10	
Annual Return/Annual Accounts 2009-10/Audit	Submission to external auditors (Mazars)	30 June 2010	Actioned – Clerk has addressed a couple of minor queries	
Cycle Path – linking and extending	Sustrans offered to undertake 'mini-feasibility study' on completing NCN through Rye in early 2008	Awaiting outcome of InterReg bid	Sustrans Officer has made further contact but further communications required. Possibility of funding via Rye Partnership InterReg bid (still being drafted)	An Option (B2) within the Draft Rock Channel Development Brief and cited in LDF Core Strategy. In draft Rye LAP
Devolvement	Current RTC position: to seek further financial information in respect of car parks and public conveniences – then to consult with the electorate.	Ongoing	More detailed - and updated information – received at RDC-RTC Liaison meeting (19.3.10). Meeting of working group TBA. Clerk has been preoccupied with Returns/Accounts/QC re-accreditation	
Emergency Planning Group (REACT)	Complete Rye Emergency Plan	Summer 2010	Part 1 'approved' by the Council; production of Part 2 (internal document) nearing completion. Some wardens identified.	Object: to produce a basic workable plan with Rye divided into sectors with volunteer wardens.
Newsletter (Oct 2010)	3 pages within <i>Fixtures</i>	19.9.10	To be started mid- Sep	Newsletter published quarterly
Rye Local Action Plan	Implementation of 'actions'	Depends on the 'action'	Stakeholders invited to a 'motivational' launch on 13 April. Most members of Steering Group appear to be prepared to continue to be involved but an 'Implementation Co-ordinator' needs to be identified	

			<p>otherwise the task will fall on the Town Clerk and progress will be limited. Clerk has had limited time to progress. Needs to be incorporated within a RTC business plan and made a priority after QC re-accreditation application submitted.</p>	
<p>Quality Council status</p>	<p>Re-accreditation due Sep 2010 – HIGH PRIORITY</p>	<p>14.12.10</p>	<p>Working Group appointed (Cllrs Russell, Souster and Clerk) to consider addressing 'weak areas'. Beneficial contact with school and College. Cllr Souster appointed Local Democracy Champion. Separate HR Working Group (Cllrs Holmes, John Breeds, Osborne, Potter – and the Clerk) appointed to deal with HR aspects.</p>	<p>3 months' grace – application must be approved by the Accreditation Panel by 14.12.10 to ensure continuity</p>
<p>Strand Car Park Pedestrianisation Proposal</p>	<p>Preparing a costing</p>	<p>2010</p>	<p>Pending</p>	