

REPORT OF OFFICER DELEGATED DECISIONS

SUMMARY TO 28.09.2022

Decision taken by officer	Decision taken and date	Authority provided	Outcome notes
FC 26.07.22 to SM&SC, re storage of History Soc Documents	26.07.22	Minute 57	No update
FC 26.07.22 to RFO re investment of funds for 95 days	26.07.22	Minute 58	Unable to implement until TM policy approved
FC 26.07.22 to RFO re cash flow	26.07.22	Minute 60b	Following approval of Treasure Management Policy (FC 04.10.22)
FC 28.06.22 Council Manager re consultation	The Council Manager in liaison with the Mayor and the Council's consultant to publicise the draft Corporate Plan consultation using a budget of no more than £1,000 from budget 4140 Marketing and Promotion.	Minute 39	Expenditure details – see Appendix A
G&O Manager	30.06.22 Divide a full vacant plot into two half plots - strim, measure, divide, add markers & plot numbers	C&E 21.06.22 Minute 19c	Work in progress – cost £75
G&O Manager	27.06.22 Order placed for six allotment plot numbers for halved plots on the Marshlands Rd site	C&E 07.12.21 minute 104(a)	Waiting for delivery & invoice – cost £3 each
Council Manager	16.05.22 Approved application for Furrocks Lane	C&E 10.05.22 minute 182(d)	Payment of £100 provided to event organisers – waiting for receipts

	Jubilee party		
G&O Manager	30.05.22 Appointed P&A Benbow to remove High Street bicycle pump	C&E 10.05.22 minute 187	Work completed on 06.06.22 Cost £140+VAT
G&O Manager	30.05.22 Appointed Bits & Bobs Handyman to restore Town Council bench located in grounds of parish church	C&E 10.05.22 minute 186	Restoration works complete – waiting for invoice
SM&SC	12.04.22 500 Jubilee cotton shopping bags ordered for distribution at the 3 June market at a cost of £415+VAT From a Neston based company 'Thredit'.	Minute 14b R&P Committee 05/04/22	Bags delivered and distributed at the Jubilee Market
SM&SC	23.05.22 purchase of safety boots for use by the Caretaker & Market Officer at a maximum cost of £60 +VAT.	Minute 148 R&P Committee 05/05/22	Boots purchased at a cost of £54.98 (inc. VAT)
SM&SC	Purchase of PPE	Minute 12 M&TH committee 14/6/22	PPE purchased (apart from one item that was out of stock)
SM&SC	14.6.22 to replace the Caretaker & Market Officer's pay-as-you-go SIM with a phone contract not exceeding £10+VAT per month	Minute 15 M&TH committee 14/6/22	SIM agreed with Aerial Direct (O2 Mobile contract) for 24 months, £7.50 per month

APPENDIX A

Expenditure for promotion of Consultation for CP Survey 2022 £1,000 approved

Online Survey	SmartSurvey	£360.00
Website IT consultant	1-2hrsMax £40ph	£120.00
AMA via Press release		£100.00
Town Hall Hire 1/2 day	AM only	£150.00
Two half day events	Afternoon only	
Pitch Fee		£16.00
Prof flyers/posters		£50.40

Invoices received total £316.40; items highlighted have not yet been received.