

Wickham Market Parish Council – Clerk's Report 16 September 2024

1. **Wickham Market News:** Deadline for October Issue was 13 September
 - 1.1. Tuddenham Press and PJ print have ceased to trade. Six quotes have been requested from local companies to be reviewed and approved under item 77.5
2. **Deputy Clerk**
 - 2.1. Leanne has been focussing on the markets and the allotments together with updates to social media and the website
3. **Website**
 - 3.1. Meeting with digital audit provider for East Suffolk Council. The recommendation is to rewrite the website visit Wickham Market website to include the most effective search engine tags, triggers and content to improve layout and site visibility. This will be managed by the Parish Council and funded jointly by ESC and WMPC. In association with this the Parish Council domain will migrate to a “.gov.uk” domain. This is planned for Spring 2025
4. **Allotments**
 - 4.1. Allotment bills and current tenancy agreements are being sent out
5. **Children's play area**
 - 5.1. Repair and maintenance quotes being requested.
 - 5.2. Repair of MUGA surfacing completed
 - 5.3. Skate park signage ordered and installed and immediately vandalised and removed
6. **Markets**
 - 6.1. Roadside advertising was set up and seems to be effective.
 - 6.2. One of the swing boards outside featherbroom gardens was stolen. This has been reported to the police. It has since been returned.
 - 6.3. Planning is in hand for the Christmas Market with most of the permit applications already sent.
7. **Insurance and Volunteers**
 - 7.1. Notification has been sent to all councillors regarding the need to follow WMPC agreed volunteering policies to ensure that WMPC official volunteers are covered effectively by the Council insurance
8. **Bank Mandate**
 - 8.1. The bank mandate change is now in place. Glori, Gemma and David now need to organise their electronic access
- 9.