Report to: **Elsea Park Community Trust Board**

Date: **Wednesday 3 December 2014**

Subject: **Management Report**

From: **Barry Cook – Community Trust Manager**

1. Transfer of land East of Setts Green Conservation Area

Remedial work is now complete, with the exception of the installation of some concrete spur posts and final levelling of topsoil and seeding at the appropriate time.

2. Planning Application for Bins, Benches, and Signs

The litter bins have now been ordered, should arrive within a couple of weeks, and will be installed by our local contractor.

3. Conservation Work

The saplings received from The Woodland Trust were planted in the Setts Green Conservation Area. Peter prepared the ground and planted half the saplings south of the footbridge. The remaining saplings were planted by forty children and staff from Elsea Park School. The press release (written by the school) was published in the Bourne Local this week.

4. Staffing

Liam's last day in the office will now be 24th December 2014. The recruitment process for a Business Administration Apprentice is underway; the vacancy is being advertised on the Apprenticeship Website, and the initial sift of applicants will be undertaken by Shirley Bates, the Learning Specialist from Lincolnshire Chamber of Commerce. Shirley expects to present three or four potential candidates for us to interview, and we hope the new employee will join us early next year.