

## **Clerk's Update Report to Full Council**

### **Report of the Clerk**

**To:** Full Council

**Date:** 14<sup>th</sup> July 2026

**Prepared by:** Chris Parsons, Clerk/RFO

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#### **1. The Drone**

Following discussions regarding **The Drone**, work continues to progress on the project/initiative.

Key updates are as follows:

- Ongoing liaison has taken place with NYP regarding future use
- Any maintenance, insurance or operational matters will be the responsibility of NYP
- It has been agreed that it will be based in Eastfield and be used for Eastfield and the wider community up to Filey. It is also agreed that Whitby and Ryedale may have use of the drone in emergency situations only.

#### **Recommendation:**

Members note the update.

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#### **2. CiLCA Training Update**

The Clerk continues to undertake the **Certificate in Local Council Administration (CiLCA)** qualification.

Progress to date includes:

- Continued completion of the required learning modules and portfolio evidence.
- Review of council policies, procedures and governance arrangements as part of the qualification requirements.
- Application of best practice guidance from the training to support the Council's governance and operational effectiveness.
- Preparation of evidence for submission in line with the qualification timetable.

The CiLCA qualification remains an important professional development opportunity and will assist in ensuring the Council continues to operate in accordance with current legislation, governance requirements and sector best practice.

**Recommendation:**

Members note the progress made towards completion of the CiLCA qualification.

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**3. The Dell**

At a meeting on The Dell with Ian Smith and Cllr Tom Sestons the following actions were agreed as immediate actions

- The initial inspection showed a need for cut back of the hedgerow particularly on the Dale Edge side and clearing of footpath on Overdale side
- The bench on Overdale side is in a serious condition and will be removed
- The Clerk will continue to work with Parks to consider future improvements and development opportunities, such as an additional member of staff to work alongside Caretaker (June) to create a dedicated Eastfield Green Space Team

The Dell remains an important recreational and environmental space within the parish and efforts continue to ensure it remains safe, accessible and attractive for public use.

**Recommendation:**

Members note the update and consider any future priorities for The Dell.

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**Clerk's Summary**

During the reporting period, progress has continued across several key areas including professional development through the CiLCA programme, ongoing work relating to The Drone, and continued management and enhancement of The Dell. Further reports will be presented to Council as developments occur or where Member decisions are required.

**Recommendations**

Full Council is requested to:

1. Note the update regarding The Drone.
2. Note the progress of the Clerk's CiLCA qualification.
3. Note the update regarding The Dell.
4. Receive the report.