**Whitby Town Council Full Council 22nd October Item 6**

**Some Key Priorities for 2024/25**

1 I want to thank everyone for the warm welcome I have received since I began in post on the 1st of October. It’s great to be here!

2 I have put together an initial list of key work areas for the rest of the financial year. I will develop a fuller work plan in due course, but I wanted to share this list now, so Cllrs can review and advise of any queries or anything vital that may be missing.

3 Here is the list.

1. Set the budget for 2025/26 – financial position is a top priority!
2. Determine Xmas lights arrangements after 2024/25
3. Investigate key finance lines
4. Understand toilets income and expenditure
5. Respond to NYC consultation on boundaries
6. Determine WTC involvement in Neighbourhood Plan going forward
7. Understand Devolution next steps
8. Understand implications of audit objections for the Council
9. Ensure day to day responses – leaks etc
10. Help at Xmas festival
11. Prepare an office clear out!
12. Understand Town Fund arrangements
13. Bank hub - following motion passed earlier in the year, explore how the Council can be appropriately involved.
14. Understand the building maintenance requirements for 2025, including any further work needed after lift survey, legionella survey and building survey.

More detail will follow in the future.

4 I also wanted to say more about how I am approaching this role:

* I see the role of TC as one of public service and I am proud to have been involved in public service, in different ways, since the 1980s.
* I have huge respect for Town Cllrs giving up their own time to serve their town.
* I see my role as providing information to assist Cllrs to make decisions, and then to enact the decisions that have been made.
* I aim to ensure Cllrs have as few ‘surprises’ as possible.
* I have an ‘open door’ policy – my office door is open most of the time, so please feel free to come in when it is. However, if you need me for more than a few minutes, I would advise making an appointment for a longer discussion.

5 I look forward to working with you all over the years ahead.

Adam Chugg Town Clerk and RFO