

### Report on progress on Welcome Back Fund

As previously reported £10,520 has been allocated for Wem from the Welcome Back Fund which is being administered by Shropshire Council. The fund must be spent on the following two elements

**1. Support from Shropshire Council to undertake cleaning, repair and improvements to the public realm and opens spaces within towns including** High Street Deep Clean, Cleaning of bins, benches, signs etc Additional mechanical sweeping of roads and footpaths Chewing Gum Removal, Weed Removal

**2. Support for Christmas publicity events and activities, to promote shopping in Shropshire in the build-up to Christmas 2021 including** Purchase of Christmas lights, trees and decorations, Publicity events launching the 2021 Christmas season, Support for Christmas Light switch on events, Christmas Markets and Fayre.

A submission was sent to Shropshire Council in August for the following works

	Estimated Cost	Quotes needed	Timescale
Painting Street Furniture bins and bollards	£1000	1	Order to be placed Autumn / Spring
Planters 2 x troughs Jubilee Square	£750	1	Spring
Events Noticeboard x 2 Jubilee Square and erection	£250	1	Spring
Gazebo Purchase x 6*	£3600	3	Autumn – in time for Christmas Festival
Storage shed purchase and installation	£1000	1	Autumn
Christmas tree lights in 4 trees on car park adjacent to Leek Street	£2500	3	Order to be placed by 24.9.21
<b>Total</b>	<b>£9100</b>		
Balance	£1420		
Suggested use for balance			
Deep clean of Town Centre including Highstreet and Drawwell Walk	Awaiting cost from Shropshire Council		Winter once all the leaves have dropped
Commissioning of mural for Jubilee Square wall.			

\*Please note dependant on the cost of the deep clean day rates it may be worth reducing the amount of gazebos purchased to 4 which would free up an additional £1200 for a general deep clean.

The main requirement is that Town Councils follow the rules for procuring services

Value of contract	Minimum Procedure	Advertising Required
£0 - £2,49938	Direct award	None
£2,500 - £24,99940	3 written quotes or prices sought from relevant suppliers of goods, works and services	None
£25,00041 – Relevant Public Contracts Regulations threshold	Formal tender process in line with the Interpretative Communication and the relevant guidance set out below	1) Advertised on Contracts Finder, and 2) the opportunity is advertised on the ESIF grant recipient's website for a reasonable time period <sup>42</sup> .

All funds need to be spent by 31.3.21