

Clerks Update May2017

Staffing / Councillors

- Interviews have been held for the role of Apprentice Groundsman.
- I attended the SLCC AGM and training day which covered topics from year-end, audit and the transparency code to charitable trusts and scenario situations.

Minutes

Actions from last month's minutes not covered elsewhere:-

- I contacted the Police as requested. They have spoken with me since to say that they are becoming very concerned about the fact that CPC is unable to accept the new format of the police report or the fact that PCSO Sore has been instructed not to attend meetings. I have been asked to reiterate that the police feel that it is far more important that we report issues as and when they occur rather than waiting to see a PCSO at a monthly meeting, so that they can deal with them in real-time. We receive a monthly newsletter on the second Thursday of the month – this is the same day as our meeting and so if it arrives too late for Council I will circulate it the next day; I will also endeavour to add it to the website so parishioners can access it. From the website anyone can also delve down and look at crime figures specific to the parish. The instruction has come from the inspector and they are not looking to change it.
- I have written to Judith Virgo to thank her for her service as County Councillor.
- The Community Governance Review response has been sent.
- I have written to the football club re parking and our Solicitor re compensation for loss of income.

Facilities

- I'm in the process of ordering the defibrillators.
- We finally have some a quote for electricity in the grounds storage container which will be taken to RAAG, along with two quotes for ramps for improved vehicle access.
- I've asked NCC for a quote for a "community centre" sign, to make us more visible from the Dragonfly Lane roundabout.
- My legionella management training course was cancelled at the last minute.

Grounds / Amenities

- Three new notice boards have been received and will be installed shortly. Following the discussion last month, I will place the third one on Oakfields Road and then order an additional one for Roundhouse Park.
- The football season has now finished and cricket started. Weedkilling on the field has been booked in for early May.

Office

- Now that the end of year financial work is complete I am going to get to work in more detail on both the application for Quality Council status and the Parish Emergency Plan over the next month.

Playgrounds

The new playground equipment for the recreation ground has been ordered and I am awaiting a “pre-start” meeting with them to go over final details.

Parish

A couple of forthcoming road closures have been added to the website and facebook page.

Finance

- I’m pleased to say, ten months after the flooding of TWC, we have received the final payment which includes lost income and the VAT we paid.
- The end of year audit and pension paperwork have been completed. The internal auditor will be in the office on 30th and 31st May to carry out the internal audit, before it is sent to Mazars. The pension report has already been submitted.
- The first half of the precept has been received, as well as a CIL payment of £11,363.69.

Bookings

As always, evenings are packed at both locations, with mornings being quite busy and afternoons having plenty of availability. Following the Council decision last month, Andrew has started contacting event companies regarding holding school holiday events in TWC.

The income spreadsheet showing month on month income is attached.

Sonya Blythe
Parish Clerk
3 May 2017.