

## **CLERKS REPORT 28/04/2021**

### **Policies**

On the agenda there is one policy to re-adopt, this is regarding the risk assessment. There are no changes to this policy.

### **SID**

I have received an update from Colin, regarding the speed signs. He is still awaiting the relocation of a post from Highways for the SID. He is also looking at a cheaper option for adding a Bluetooth facility to the speed signs, he will keep us informed of the efficiency and cost of this. It is difficult to download the information from the signs as he needs to take them home to do this.

### **Webinar**

I attended a webinar called 'Breakthrough Communications', I had thought this may give some information on how we can encourage more people to join the Council, but it was relating to using modern technology to advertise the meetings, e.g streaming the meetings on you tube. I felt it was in relation to much larger Councils, not smaller Parish Councils.

### **APM**

I have sent out the invites to the Annual Parish Meeting and have already received some responses back. I am sad to say that the Afternoon Club has closed, and there are no reports from the Crafty Ladies, Kelsale Art Group, or the Melody Makers.

Having spoken with Edwina and Alan, I am in the process of writing a risk assessment for the meeting, to explain why it is not feasible to hold it face to face. I have also been in contact with the Village Hall Committee regarding risk assessments for the Village Hall.

### **VAT Claim**

I have submitted a VAT refund for £729.57.

### **Phone Call**

I had a phone call from a family wishing to replace a cross on their grandparent's grave in the churchyard. The lady sent me an email which I passed onto the Church Warden.

### **End of year accounts**

I have been working on the paperwork required for the Internal Audit, thank you Edwina for adding paperwork to the website. If the paperwork is all agreed at the meeting, I intend to submit it to SALC by the end of the week.