

# **PARISH CLERKS REPORT**

**April 2020**

1. The S106 funding application has been submitted to Breckland Council for their consideration. These monies in the sum of £9442.98 will be used to contribute towards the costs of the MUGA assuming the application is successful. The MUGA is now completed but unfortunately due to the current climate it hasn't been utilised very much at all, hopefully this will be a great asset in the future. The cable re-tensioning has also been completed and once playgrounds can be used this will be available to use.
2. The new noticeboards were not fully installed due to a delivery issue and so we have spent a period of time without a noticeboard. The erection of the board is now scheduled to be in place by 9<sup>th</sup> April. Therefore, I am using the smaller Community noticeboard as an interim measure. It isn't big enough to hold everything so I will need to choose what is placed there. Once the new one is in situ there will be ample space to display all notices. Updates and support information regarding Covid- 19 have been posted on the website
3. I have received notification from PKF Littlejohn the external auditors that there are delays in the sending of instructions for the 2019/20 AGAR due to the current pandemic. NALC have intimated that the deadline for submission will now be September, also this is yet to be confirmed in writing.
4. We have received one applicant for the position of Councillor. Annie Turner has submitted her application in writing and this has been sent to all Councillors. The plan was to have agenda items for this meeting to allow her to speak and for the voting to co-opt. As meetings have been cancelled this has been postponed and Annie is aware of the current position.
5. A letter has been drafted and sent to the daughter of the owner of Church Farm in regards to the trees and the damage to the fencing on the playing field. Councillor Bateman spoke to her after seeing her at the property. She was under the impression that the Council were taking responsibility for the repair of the fence. Councillor Bateman confirmed this was not the case and she has agreed to add to her maintenance list. The letter sent was thanking her for acknowledging her responsibility to make good the fencing and maintaining the trees and to confirm that the Council has no written records stating the PC would fix. A copy has been retained for audit trail purposes.
6. Liz will continue undertaking caretaker duties, ensuring she adheres to the rules regarding social distancing. I am working in junction with the Parish Assistant to furlough Sue the cleaner. Although she is employed by NRCC as RFO I have taken the decision this would be appropriate to reduce the outgoings of the NRCC. Myself, the Parish Assistant and caretaker are employed by the Parish Council and as the funding of our salaries is derived from public sector funding we are not eligible under the furloughing guidelines.