# **Clerk Report April 2021**

**HCC Updates/ County Councillor**

Speed Indicator Devices (SIDS)

Now in situ and invoice paid.

**New Planning Rules-Issues**

The revised planning system allows for the planning officer to approach council seeking a decision should amendments be made following a council objection. I have emailed the Dept head to explain that I do not have delegated authority and therefore cases would still need to come back to council for deliberation and may require an extension to the planning consultation timescales. No response received yet.

**Litter on Bunkers Lane**

Reported to HCC, HCC have now pushed the item back to DBC, Clerk has advised Clean, Safe & Green at DBC and is awaiting further updates. Any works on this section will require a road closure.

**Bunkers Lane Play Park**

Inspection and warden training took place 30th March 202, awaiting reports.

**CCTV**

Order placed, awaiting lead times from DBC officer.

**Training**

*Attended*

Rialtas (finance package) end of year training Friday 5/3/2021.

Office 365 Document storage

*Booked*

ICO Data Practitioners Conference Wednesday 14/4/2021

**Code of Conduct**

Due to be adopted by council again in May 2021, however I will be recommending that we adopt the copy in force first and then the updated DBC/LGA version once this has been signed off as it is always recommended that council adopt the version used by their principal authority.

**Auditor**

Now engaged and process has commenced. External auditor paperwork relating to the annual governance review has been received and I will be working through it in line with statutory timescales.

**Warden Updates**

Telephone provided for contact with clerk. Chairman/Vice-Chairman Council, Chairman/Vice-Chairman Personnel have the number for emergency use should it be required. This number will not be published to the public.

Ongoing bin issues at Gade Tower and on the Willows estate have all now been rectified. The refuse compounds on The Willows have been modified to prevent fly-tipping.

Warden is still reporting large amounts of household waste and litter.

**Defibrillator Permissions**

Email received 25/2/2021 (following assistance with from B/Cllr Maddern). DBC agree in principle subject to HCC approving a licence. I will manage the process with HCC and DBC. 23/3/2021 DBC chased.

**Website Accessibility Plan**

Updated to include deferment of consideration of the AccessiBe software.

**Police & Crime Commissioner Road Safety Fund**

Expression of interest submitted by clerk as cut off date was 2nd April 2021. Future agenda item (should we be invited to apply) for council to discuss whether they wish to proceed.

**Annual Parish Meeting**

Regular attendees and Residents Associations have been notified of the change to the format this year explaining that April’s meeting is a formality. Council to set a date (and to notify the clerk) for the community forum later in 2021.Website updated.

**Ill Health Liability Insurance**

Renewal is due in April for the policy that council agreed last year. Separate agenda point for approval.

**Came & Co Insurance.**

Policy renewal due in June. Fidelity insurance level has been checked to ensure that it covers all bank balances held at the time that council funds are likely to be at maximum levels.

**Correspondence received (please note that this may not include all items)**

* Email from resident requesting council consider equipment for younger children in playpark (circulated to full council)
* Email from resident concerning fallen tree in Little Wood and requested works to low-hanging branch. (sent to DBC Trees and Woodland team)
* Email enquiring about allotments, re directed to DBC and KL Allotment Society. (6th request in a year)[[1]](#footnote-1)[[2]](#footnote-2)[[3]](#footnote-3) Future agenda item required for deliberation (see footnotes)
* Email circulated with photographs to support a planning application that will be on the April agenda.
* Telephone call from resident concerning skip placed on verge. Advised resident that HCC do not permit any items to be left on their verges and that any concerns should be raised with HCC.

**Coronavirus/ Remote Meeting Legislation**

Separate agenda point to consider actions.

*Nikki Bugden*

*Clerk to the Council 1st April 2021*

1. Small Holdings and Allotments Act 1908 [Small Holdings and Allotments Act 1908 (legislation.gov.uk)](https://www.legislation.gov.uk/ukpga/Edw7/8/36/section/23) -duty to provide. If 6 people enquire then council has a duty to consider the provision and adequate investigations should be undertaken to evidence whether this demand exists/is feasible/plan future actions. [↑](#footnote-ref-1)
2. [growing-community-second--8f5.pdf (local.gov.uk)](https://www.local.gov.uk/sites/default/files/documents/growing-community-second--8f5.pdf) [↑](#footnote-ref-2)
3. [A place to grow - a supplementary document (local.gov.uk)](https://www.local.gov.uk/sites/default/files/documents/place-grow-supplementary--736.pdf) [↑](#footnote-ref-3)