

Clerks Report

Report on Actions from meeting dated 13/06/2023.

Public Question Time item ii) – I asked the elections manager about an extension, but they said the election is set and the timetable cannot be changed. I let the member of public know who asked about it in the meeting.

Item Number 23/57 iii) – Cllr Norman can update on this in the meeting. The bus shelter clock will be dispatched on the 20th of July approximately.

Item Number 23/57 iv) Cllr Levenson can update on this in the meeting.

Item Number 23/59 iv) Myself and Cllr Norman haven't been able to arrange a date and time that we are both free, but we have discussed a plan for Cllr Norman and myself to have a drive round individually to see what work needs doing then we can put the jobs together and I will send it over to the highway steward.

Item Number 23/65 1.1 – I have got some quotes for a job re-evaluation with further details on this below.

Subgroup & Committee Updates

Finance & Risk Working Group – Nothing to report.

Snowdrop Valley Committee – Nothing to report.

Further details on Agenda Items

9. An email was sent to councillors regarding this. A PC representative will need to be picked in the meeting.

10. I have got three quotes come through for the job re-evaluation from James Corrigan, Council HR and Governance Support, Angela Meeks, Society of Local Council Clerks and Sam Winter, Somerset Association of Local Councils. The quotes vary from £0 - £450. I will email the individual detailed quotes to councillors. It is up to the councillors to decide which one to go ahead with in the meeting.

12.i I have put together a financial risk assessment which has been approved by the Finance and Risk Working Group which I will circulate. Please read through it and decide in the meeting whether the council is happy to adopt this.

Other Updates:

Asset Register

After the internal audit it was recommended to list things differently on the asset register. I have had a look through and this is going to take quite a bit of research as I need to go through all the old accounts. I am still in the process of doing this intermittently. This does not need to be sorted until the next internal audit so there is plenty of time.

Councillor Vacancies

Two elections will be taking place on the 20th of July and the 3rd of August to elect two councillors. The first election taking place is between John Anson and Oliver Yiend. The second election is between Andrew Forward and Jo Hewitt.