

Clerks Report for Meeting on 21st May 2024

Report on Actions from meeting dated 16/04/2024.

There were no actions to report back.

Subgroup & Committee Updates

Finance & Risk Working Group – Nothing to report

Snowdrop Valley Committee – Nothing to report

Planning Working Group – Cllr Rooke can give any updates in the meeting.

Further details on Agenda Items

24/64 i) The Community Review Project Steering Group have suggested to offer anyone who lives or works in the Parish that completes the questionnaire to receive a free 'message in a bottle' the details of this can be found in this link [message in a bottle](#) They are looking to order 200 bottles which would cost circa £150, they are also looking to have a prize draw which would also need additional funds and which also needs to be decided by the full council. Cllr Yiend can explain more on this in the meeting.

24/67 This was circulated to councillors on the 2nd of May.

24/70 This is not mandatory but forms part of the council's mitigation of risk as they provide support, advice, policies, and training. The SALC membership also gives us Membership to NALC who have all the up-to-date Standing Orders, Code of Conduct and Financial Regulations. The membership for the Society of Local Council Clerks (SLCC) is due for renewal on the 1st of July and is £112 for the year. The Membership for the Somerset Association of Local Councils (SALC) is due for renewal in October, I haven't had the cost of this yet, but it cost £122.28 for the year last year. These are great websites and I use them regularly for advice.

24/71 This was circulated to councillors on the 26th of April.

24/72 This was circulated to councillors on the 16th of May.

24/73 i) I have not yet received the quotes from Cllr Norman for the lean to and ground preparation works to be able to circulate them. Cllr Norman can give an update on this in the meeting.

24/73 ii) & iii) The year end reports were circulated to councillors on the 10th of May along with details regarding an unpaid cheque and how the internal auditor has advised to write this off.

Other Updates

I have contacted the treasurer of the Church, David Butt, regarding the burial ground donation which has been made in the past, he said the following:

"The main item for keeping the graveyard in good order is the cutting of the grass. This year this is likely to cost in the region of £2000. When the church receives donations that are specifically for the graveyard, we place them in a fund which is "ring fenced" and to be used only for expenditure related to the graveyard.

We are lucky enough to get a graveyard related cheque from the Cutcombe Fete committee most years.

If the Parish Council are able to find some money, no matter the amount, to help with the upkeep of the graveyard then this would be very much appreciated."

I advised David about our grants and donations policy and sent the paperwork over for this asking them to fill in a donation form if they would like to request a donation from the Parish Council.