

Clerk's Report – July 2022

Clerks Correspondence: this records what was done in the last month with any correspondence that is generated by non-councillors or its committees and working parties (i.e. villagers and external organisations):

Date	Item	Action Taken/to be taken	Notes
15 th June 2022	Joining of PROW working group – Southwold Clerk	Added to July Agenda	Added to July agenda
16 th June 2022	Member of public email concerning grass cutting.	Responded to email	Norse contacted
16 th June 2022	Contacted Norse regarding grass cutting contract	Chase on 20 th June	No response
17 th June 2022	Contact from MOP regarding memorial bench	Clarified area requested.	Forwarded to WCLC.
17 th June 2022	3 x emails to contractors regarding noticeboards.	Chase on 20 th June.	2 x received – noticeboard too large for order – 1 x no response yet.
19 th June 2022	Chased donation by Cllr. Beavan.	4 x emails sent. Cllr. Beavan involved.	£500 donation confirmed, emailed Locality Budget forms back.
22 nd June 2022	Request from member of public regarding a portalo for August Cricket Match.	Confirmed email.	Added to July agenda.
22 nd June 2022	Email from another Parish Council	Assistance with purchasing similar bollards as is on the Village Green.	In process of establishing who initially installed these bollards.
24 th June 2022	ESC Planning website problem.	3 x emails and calls to ESC.	No response or call back.

27 th June 2022	WCLC request to tape off Pavilion.	Forwarded to Chair to action.	Update needed.
30 th June 2022	Confirmed with one member of public a donation of £500 for Platinum Jubilee event.	Payment confirmed.	COMPLETE.
1 st July 2022	Email from CAS regarding Rural Services Survey.	Added to July Agenda.	None.
1 st July 2022	Further email from member of public regarding grass cutting.	Contacted Norse.	No response.

Matters arising – things agreed at a previous meeting and when it is proposed that they will be on a future agenda

Meeting	Item	Action required and by whom	Date for next consideration on an agenda
June 2022	Noticeboard	Bespoke option to be considered.	September 2022.
August 2021	Portaloo	Council decision.	July 2022.