

Clerk's report proposed format

Clerks Correspondence – this to record 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

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

Correspondence from May/June 2022

<u>May Correspondence</u>
2 x Emails to ESC regarding sustainability training.
2 x Emails to Norse regarding grass cutting.
Contacting Cllr. Beavan regarding £500 grant.
Email to National Plant Monitoring Scheme regarding survey.
Email to ESC regarding Community Governance Review.
Email to resident regarding mowing of lawn outside The Bell.
2 x emails to ESC regarding Councillor ROIs
2 x emails to Alford Storage regarding clothing bank.
Email to MOP regarding beach huts.
Email to MOP about tree planting.