

Clerk's Report – May 2024

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
21 st to 24 th April	Emails regarding the Lion Link webinar.	Forwarded to appropriate Councillor.	No further action.
26 th April	Introductory email to new Car Parks manager.	Email sent.	No further action.
26 th April	Email sent to organiser of Village Fete.	Permission granted.	No further action.
1 st May	Further email to ESC planning for meeting.	Email sent.	Chase on 8 th May.
2 nd May	Email from Post Office Counters about provision in area.	Forwarded to Chair.	No further action.

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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
January 2024	Meeting with ESC Planners.	Clerk to chase.	Reviewed monthly.
December 2023	Sizewell C Deed of Obligation responsibilities.	To be monitored.	Reviewed monthly.
May 2024	Financial Risk Assessments to be reviewed.	Clerk to produce document.	Place on May agenda.