

## **Clerk's Report – October 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
5 <sup>th</sup> September to 7 <sup>th</sup> October.	Sixteen emails to company organising a half-marathon in the area.	Advised on process and proposal to Council.	On agenda for October meeting.
9 <sup>th</sup> September.	Email to member of the public about by-laws.	Advised on how they are formed and that WPC does not have any.	No further action.
12 <sup>th</sup> September.	Three emails regarding a response to Lion Link drilling.	Forward responses appropriately.	No further action.
17 <sup>th</sup> September.	Email from Reydon PC about possibly pharmacy closure.	Forwarded to Council.	No further action.

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
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October 2024	Virements.	RFO to prepare documents.	October 2024.
October 2024	WCLC Trustees.	To discuss applicants at future meeting.	October/November 2024.