

Clerk Report May 2021

- The internal audit is currently underway.
- The topographical survey for Brockwell Meadows has been completed.
- The electrical work at the Pavilion has been delayed but should be completed in early May.
- A water leak at the meter in The Chase, for the Pavilion is being investigated by Anglian Water. First inspection looks as though the leak is not the Parish Council's responsibility, but full confirmation is yet to be received.
- Unfortunately, the lock-up at Deal's has been subject to a break-in and a few items were stolen. An insurance claim will be started.
- The pay & display ticket machine has also been broken into again. It's uncertain at the moment whether the cash box was accessed, as the electricity on the machine has been cut, therefore we are unable to open the vault to check. We will be in touch with the supplier to ensure the electrics are safe and investigate the extent of the damage.
- The noticeboard has also been targeted again with fly posting. This has been removed.
- A risk assessment will be undertaken shortly regarding face to face meetings.
- Some work is being carried out at a property in Easterford Road, which backs on to the Recreation Ground, involving removal of a rear fence and the trees/shrubs which are growing through it. Access is being gained by the tree surgeon and fence supplier, via the Recreation Ground. I have received risk assessment and copies of public liability insurance for each contractor.
- Annual Report and Chair's Report are now both on the website.
- The ECC Highways Devolution Agreement has been renewed for 2021-22.
- I have attended EALC training on Co-Option and Elections, and attended an SLCC seminar in the last month.



Philippa Potter
Clerk