



BLYTHBURGH with BULCAMP & HINTON PARISH COUNCIL

Clerks Report to the Parish Council Meeting 8th July 2020

Parish Council Meeting – 13th May 2020

- Cancel Annual Meeting of the Parish Council for 2020. Website updated to reflect the cancellation and to state Councillors keeping their roles and responsibilities until May 2021.
- Annual Parish Meeting. Website updated to display notice of postponement of this meeting.
- Data Management & Information Policy. Updated as agreed at the meeting and will distribute to Councillors for their information.
- Financial Risk Assessment. Document amended to include GDPR risk. See Agenda item.
- Fly Tipping. Contacted ESC re fly tipping and surveillance data. See Agenda Item
- Payments; Made payments as agreed;
PAYE Q1, Clerk - £404.10, HMRC - £100.90; Bus Shelter cleaning thankyou (1/4/20 to 28/6/2020) - £65.00; SALC annual subscription £143.79; Costs for Magnolia Tree £90.00; Pads for the Defibrillator £47.09; Grass Cutting May 2020 £90.00.
- Village Hall Driveway & Footpath. Contacted Duncan & Sons regarding re quoting. Agreed to let me know before 8th July. Not had updated quotation.

General Activities

- Collected documentation following completion of the Internal Audit.
- Prepared and posted in notice boards and website the Notice Of Public Rights And Publication Of Annual Governance & Accountability Return (Exempt Authority).
- Collated and published documentation associated with Annual Governance & Accountability Return on to the website
- Village Hall Storage Shed. Having received Scheduled area consent from to Historic England I completed the pre advice application to ESC. Awaiting response.
- Sent Annual Governance & Accountability Return Exemption Certificate to PKF Littlejohn.
- Following up questions raised about footpaths in Blythburgh. See agenda item.

Ongoing Actions

- Community Partnerships. Clerk to contact the partnership to state Parish Council support. Not complete
- Community Emergency Planning. Contact SCC to see if they have up to date copy, Ongoing.
- New grit bin. SCC Highways agreeing to Grit Bin at Priory Road / A12 junction. Clerk to purchase grit bin of up to £250 inc vat. Ongoing
- Suggestion Box. This is awaiting return.
- Cars for sale on the verges. Raise with SCDC Planning Department or Planning Enforcement. This has not been raised with ESC yet.
- Air Quality Measurement. Requested Air Quality Measurement be made on A12 at Blythburgh. This has been agreed Ref No. 17/04641/AQMCON. Chased this to discover they are going to place a diffusion tube in the area which will monitor nitrogen dioxide, when available.