

## **CLERK REPORT FULL COUNCIL MARCH 2021**

### **CLERK NEWS**

I attended the following webinars at the recent SLCC Conference:

- Responsible Investment
- Parish & Town Council Toolkit
- ILCA & CILCA Qualification
- Managing Burial Grounds
- Creating Positive Content for Social Media
- Climate Emergency
- Use and Abuse of Information Rights
- Grant Applications
- Getting Ready for Year End
- Do you have Grave Concerns?
- Accessibility in the office
- A Story of Resilience

The webinars were excellent and will prove very useful for my work as a Clerk.

On the 22<sup>nd</sup> February 2021 I passed the ILCA which stands for Introduction to Local Council Administration. It a level 2 sector specific elearning course which Heathfield & Waldron Parish Council paid for me to complete.

I am attending a Data Protection webinar on Tuesday 16<sup>th</sup> March for Warbleton.

### **CORRESPONDANCE RECEIVED/ANSWERED**

I have received two items of correspondence since the last Full Council meeting.

### **UPDATES FROM THE LAST FULL COUNCIL MEETING**

#### **David Bysouth Bench**

Heathfield & Waldron Parish Council approved sharing the costs of the David Bysouth bench on Tuesday 9<sup>th</sup> March.

The total costs of the licences and installation totalled £1,059.75.

#### **Highways Contract**

I supplied Bob Bowdler with details of licence costs ahead of his meeting regarding the renegotiation of the next Highways contract.

#### **Grant Payment**

Bodle Street Green Village Hall passed on their thanks to the Parish Council for their recently awarded grant.

### **Bodle Street Green Notice Board**

I have confirmed the Parish Council noticeboard order with Jakk Country Furniture Designs and am currently chasing for a delivery date.

### **Environment Committee meeting**

The first Environment Committee meeting of the year was held at the beginning of March and I will start the process of obtaining quotes for assets in need of repair work shortly.

The draft minutes will be circulated as soon as possible.

### **War Memorial / Osbourne House Clock**

I am still awaiting a health check report for the war memorial and for the clock company to contact Cllr Wells to arrange a site visit.

### **Bank Mandate**

The progress of the bank mandate is ongoing.

### **Review of Fingerposts**

Many thanks to Cllr Smythe for completing a review of the fingerposts in the parish.