

Clerk's Report April 2024

Agenda item 6 – Finance

Payment schedule

Village Hall – <i>monthly standing order</i>	£50.00
Clerk (<i>including Ink/SIM/AAT/Microsoft/Norton</i>)	£486.86

Agenda item 8 - Planning Applications and Decisions

Planning: 24/0203/FUL Full: Erection of a detached single storey dwelling

At: 16 Higham Hall Road Higham

For: Mr S Barnes

Comments by 10th April

24/0224/AGR Prior Approval Notification (Agricultural Building): Erection of an agricultural storage building

At: Land and Buildings to the South and West of West Close Farm, Foxen Dole Lane, Higham

For: Mr Luke Banks

Appeal Ref: APP/E2340/W/23/3328627 Demolition of existing farm shop and construction of 8 dwelling houses

At: Roaming Roosters, Higham

Decision: The Appeal is dismissed

Clerks Activities Undertaken:

Draft Minutes of Council meeting prepared and distributed

April Agenda prepared, distributed, and displayed

Bank statements received agreed and reconciled to cashbook

Emails forwarded to Councillors

Website updated; page amendments and additions/deletions made where necessary

Year end payroll completed and P60 printed

Monthly payroll completed and PAYE paid

Cheques written and details added to cashbook

Emails forwarded to Councillors

Email to PBC engineering dept regarding missing Guide Lane sign

Email to Solicitor confirming Robin Willoughby will be dealing with Clover Croft

Borough Councillor elections notices displayed

Email to Russell Pearce re Tree Inspection (quote received)

Portrait of HMK received and passed to Cllr Whittle

Copies of previous spout issues emailed to Bernard Ingham for reference

Norton annual subscription renewed

Email to David Wharton to chase Memorial Inspection date/quote

Phone call to Les Warbrick asking to remove damaged goal post from playing field

Expressions of Interest forms emailed to AP and SH

Email to Zurich querying this year's premium

Email to PCSO Alan Fielding re CCTV application

Email to Angela Whitwell for Lengthsman Scheme update

Email to Roland Jones re Overhanging trees near Fir Tress Lane

Poster updated for Village Meeting on 17th May

Phone Calls / Email to NB Colour Print re Spout issue #51

Community Notice Board cleaned

Email to Ronset Ltd printers for a quote for Spout Magazine

Advance Meeting Apologies Received:

Cllr Whittle

Bank Balances as at 15th April 2024

Community Account £832.15

Reserves £35,845.60

Post Received:

Bank Statements

BWPC Agenda

<u>Emails:</u>	
Weekly lists x (11,12,13,14,15) – Planning Applications and Decisions	Forwarded to all Councillors
Planning Application Consultation x 1	Forwarded to all Councillors
Rural Services Network Bulletin x 3	Forwarded to all Councillors where relevant
Police Reports x 6	Forwarded to all Councillors
Junk Email x 7	Deleted or unsubscribed where necessary
NALC/LALC Bulletins x 16	Forwarded to all Councillors where relevant
Public Sector Executive x 3	Forwarded to all Councillors where relevant
Society of Local Councils Clerks Bulletins x 30	Clerks info
Jessica Robinson – BWP Committee 27/03/24 7pm	Forwarded to all Councillors
SPT Bus Services Team – Bus Service Changes	Forwarded to all Councillors
Joanne Eccles – Development Management Committee meeting 11 th April 7pm	Forwarded to all Councillors
Andrea Mullin – Borough Councillor and PCC Council election papers for the notice board	Displayed on Notice Board
Lynne Rowand – Licensing Committee meeting	Forwarded to all Councillors
John Halton – Framework Newsletter	Forwarded to all Councillors
Smarty SIM plan renewed for April	For info
HMRC updates x 7	For info
Julie Waddington – Trading Standards Notice	Forwarded to all Councillors
Lynne Rowland – Overview and Scrutiny Committee	Forwarded to all Councillors
Zurich Renewal Notice	Agenda Item (email sent to query premium)
Julie Mousdale – 2024/25 Area Committee Budget Bid	Agenda Item
Norton – Renewal due	Renewed with 20% discount
Russell Pearce – Tree Inspection quote	Agenda item for consideration
HP instant ink monthly invoice	
Joanne Eccles – Audit and Accounts Committee meeting	Forwarded to all Councillors
Bernard Ingham – Spring Spout #51 for forwarding to the printers	
Cllr Whittle - amendments for the Village Hall page of the website	Amended

CLlr Butterfield – Querying size of goal posts needed	Agenda Item
CLlr Whittle – May date swap confirmation	Circulated to all Councillors
CLlr Perrin - HHR planning application	Circulated to all Councillors
Robin Willoughby / CLlr Perrin re RR appeal decision and approach	For discussion under Agenda item planning
AN (Clovercroft resident) – complaint re Biodiversity patch	Forwarded to CLlr Gadd for response and CLlr Perrin
AN (Clovercroft resident) – complaint re Log Burner Flue at no 1 Clovercroft	Forwarded to all Councillors
NS (Acresbrook resident) – Impacts of 6Gi telegraph pole delivery of fibre to our area	Forwarded to all Councillors
Robin Willoughby – copy of email to Solicitors re Clover Croft	For info
David Wharton re Memorial Inspection and grass cutting update	Decision needed on Memorial Inspection
CLlr Perrin re maintenance items	To discuss under Lengthsman
Angela Whitwell - Lengthsman Scheme update	Agenda Item
Insolvency Practitioners - NB Colour Print is in administration	Email sent to Ronset printers for a quote
CLlr Whittle – Village Hall Committee update	For info
Expression of Interest forms x 2 received	Circulated to all Councillors