



## Clerk Report July 2024

(shortened report due to clerk annual leave)

### Audit

Internal Auditor for 2024/25a appointed.

### Finance

Lloyds have again sent a note re FSCS protection to say we are not covered. HATC have shared a briefing note, as we know the Lloyds information is incorrect and we are covered as a 'smaller authority' under legislation.

### IHLI Cover

Ill Health Liability Insurance (for pension scheme) -cover premium remains at 1.65% (the same as last year.

### War memorial and Gardens

Remains under dispute. Clerk has sent thanks to Abbots Hill School.

### Defib

'Loan' unit is enroute. Defib back with manufacturer for investigation under warranty.

### NatWest Accounts

Complaint lodged with NWB 4/6/24 due to poor service and communication. £75 compensation awarded, awaiting receipt.

### Georgewood Steps

No further update.

### Working Group leads

Clerk has chased regarding forward planning of meetings/actions. Some have responded.

### Warden Updates

Warden accompanied play inspections now arranged (additional charge £50 per visit) – council to review efficacy in due course.

Warden has spoken to PCSO-contact promised but not received yet.

### Clerk training/CPD

- Joint Youth Engagement Summit with NALC and OVW 18 July 2024

### Further Action List Updates

- See separate business planning excel sheet [business planning WG.xlsx](#)

Correspondence received (please note that this will not include all items dealt with by the clerk)

## County & Borough Cllr Updates

- Crossing at Bunkers Lane to the playpark under s106 funding. No further updates-this remains with HCC.

Clerk Action List updates (status post May meeting)

## Full Council Action List June 2024 (post meeting)

Cllr Actions from Most Recent Meetings	Comment	
<b>Awaiting Further Updates</b> <small>items in red have been outstanding for more than 3 months</small>		
Cllr Cobb to liaise with Cllr Kennedy re FB		
Cllr Cobb to liaise with Cllr Roberts re PC mag planning.	In progress	
Cllr Cobb to liaise with Cllr Bales re magazine pricing.		
Cllr Kitson-Website working group	Clerk requested that this be looked at after end June 2024	
Cllr Briggs -Heritage working group		
Cllr Kennedy- Events working group		
Cllr Roberts- Business working group-2 items handed back to WG (Gardens & Environment/Good Neighbour)	clerk emailed details 18/3	
Article re Jamboree contribution to be written for NMPC Mag	NC	Article re Jamboree contribution to be written for NMPC mag
<b>Clerk Actions (Most Recent Meetings for Information Only)</b>	<b>In addition to standard duties</b>	
Write to HCC re Christmas lights license delays	Chased response 15/2 Chased 18/3	
Load bank payments	actioned	
2 o/s emails re Cllr interest forms		
Load all interest forms to website		
Add minutes and draft minutes to website	Actioned	
Bank rec June		
Submit planning comments x 2	Actioned	
Work though items on business planning spreadsheet		
find details of landowner re mailbox	<b>Outstanding-emailed previous shop owner awaiting response</b>	
Complete 2 x proformas for mailbox	Outstanding	
Write to shopkeepers re maintenance		
Write to AHS/Watford Grab/Barnetts coaches re large vehicles		
Liaise with headteacher re playpark		
Check if Dave can be there at playpark inspections (prior notice from inspector)		
Breakfast at AH school (collate dates)		
Liaise with DBC for playpark permissions (see separate plan)		
Liaise with DBC for Library Box permissions		

Chase bin relocation (Georgewood)		
Contact new 'cover' PCSO		
Pay Willows grant in July pyts		
Update WG list with new Map WG		
Earmark £5000 to new map/boards fund		
Appoint Internal Auditor		
Diary reminder for 2025-Armed Forces Day		
Write to AH school formally re lease/survey –(holding letter)		
Write to developers re grounds at Memorial Garden		
Write to thank AH		
Liase with Cllr Cobb re Dog posters		
Chase DBC re changes to dates for boundary changes meeting		
<b>Clerk ongoing actions (longer term)</b>		
Community Outreach -make initial contact	Emailed 20/5	
<b>Long Term Actions No Immediate Resolution (Reminders)</b>		
<b>Borough Councillor Actions/ County Councillor Actions</b>		
The Denes enforcement/blocking of spaces at rear - investigating	Oct 23	
Fly Tipping-escalation re certain names and addresses being found in numerous bags on numerous occasions at various locations within Nash Mills	Oct 23	Chased April 24
Georgewood Steps-query/complaint re workmanship and condition. Query re lighting	Sept 23 Email forwarded to HCC for investigation Jan 23 Chased for response 15/2/2023 Chased Cllr to chase DBC 18/3/24 Chased FOI 13/5/2024 June 2024 survey conducted and contractor instructed	NMPC to submit a FOI request to see the report (April 24) Actioned chased response 7/5/2024
S106 Teal Way/Willows fence/Osprey Close		

### For internal clerk use only

<b>Clerk additional reminders</b>		
Finance meetings Scheduling		
Order Dave Hi Vis		
Update password list to Chairman		
Monitor progress on Georgewood Steps		

### Playpark WG actions (see report for full details)

Item	Responses
Nature / Woodland trail	

Entrance Sign	
Gates	
1 Bay 2 Seat Cradle Swing	
Resi-PD survey	
Football Goal	

***Nikki Bugden 4/7/2024***