

Walton Parish Council

CLERK/RFO UPDATE REPORT

Purpose of the report:- to update Councillors on the Clerk/RFO's actions since the last Council meeting with reference to the minutes of the 4th May 2021.

Minute reference 002/21 Councillor Shaw and the Clerk/RFO duly signed the Declaration of Acceptance of Office on the 12th May 2021.

Minute reference 004/21 Co-option into the Council Vacancy is an Agenda item.

Minute reference 013/21 Revised Health and Safety Policy attached

Minute reference 014/21 Meeting calendar to be discussed.

Minute reference 015/21 City and County Councillors – no progress.

Minute reference 018/21/4 Councillor Shaw and the Clerk/RFO signed the relevant AGAR forms on the 12th May. Documents forwarded to Auditors PKF Littlejohn by the Clerk/RFO.

Minute reference 018/21/5 Bank signatories:-

A/c 54249959 Councillors, Armstrong, Mark, Wood, Brocklebank.

A/c 54249967 Councillors, Armstrong, Fowler, Mark, Brocklebank.

A/c 54247472 Councillors, Armstrong, Fowler, Mark, Brocklebank.

Councillor Brocklebank also has READ ONLY access to a/cs

Minute reference 019/21 Play area quotation – Agenda Item

Minute reference 020/21/1 Village Green is an Agenda item

Minute reference 020/21/2 Trees – Clerk/RFO met with Contractor 14h May 2021. Work completed 23/6/2021.

Minute reference 021/21 Training, - Clerk would like comments on whether the ILCA Training course would be suitable cost of £120 all modules on line and an estimated timescale of 1 year. Clerk will also liaise with Co-opted Councillors regarding initial Training.

Minute reference 023/21/1 & /2 Newsletter and Parish Plan Update are an Agenda Item.