

## **CLERKS REPORT 27/05/26**

### **Policies**

There is one policy to adopt at this meeting and that is the Code of Conduct. There are currently no changes to this policy.

### **Car Park**

There has been a lot of correspondence regarding the cars on the car park both via email and an article on Facebook. A resident asked why the vehicles are still in place. Unfortunately, there does not appear to be anything that the PC can do to have these removed. The owners of the cars state that they are not abandoned.

### **Internal Audit**

Please note that the internal audit was submitted to SALC, and the internal audit report appears as an item on the agenda. The documents have been submitted to PKF Littlejohn for the external audit.

Some of the recommendations included are regular; CIL reporting to be given on a regular basis; when the budget amount is approved add the defined figure to the minutes; record the precept request using the equivalent impact to Band D properties; check the figures in the Standing Orders & Financial Regulations are updates as recommended by NALC; pension re-declaration must be approved at a meeting and minuted; the PC should approve the dates for the Notice of Public Rights; when approving the internal auditor it should be noted that the effectiveness and competence of the auditor is important; the Publication Scheme policy should be noted on an Annual basis; recommendation for GDPR training for staff and Councillors; clearly minute the internal audit report recommendations; and also when approving the internal auditor consideration should be taken to approve the letter of engagement. I have been through my diary and added these comments so that everything can be addressed.

### **20mph project**

An email has been received from Colin Lodge stating that he hopes to have some data with us before the next PC meeting.

An email has been sent to Rebecca Quigg to see if there is any data available for the roads around Kelsale-cum-Carlton which may assist with the 20mph scheme. Hopefully a meeting will take place with her on the 3<sup>rd</sup> June after a coffee morning, where data will be supplied and an explanation received on what the data means.

### **Thank you letter**

A thank you letter was sent to Liz Flight, for all her hard work on the Community News.

### **Sizewell C**

Correspondence was sent to Sizewell C regarding signage for Town Farm Lane, stating that the lane is not suitable as a diversion route due to this being a single-track lane. This request is to be forwarded to the Sizewell C team as a suggestion.

### **Meter Reading**

Rob kindly read the water meter on the recreation ground, and this information has been forwarded to Wave who are going to credit the account.

### **Venue Change**

Please note that the PC meeting to be held in June will take place in the Main Hall as it is the same night as the 'Walk & Talk' who will be using the Committee Room.

### **Portfolios**

As you will see there is an item on the agenda about portfolios, should anyone wish to swap or adopt another portfolio.

### **Coffee Morning**

The community Police Officer attended the recent coffee morning. He enquired whether there were any issues within the village. I did mention the cars on the car park, but he said it is private land and the only people to resolve this is ESC.

It is hoped that the Rural Coffee Caravan will be attending the Coffee Morning on the 3<sup>rd</sup> June.

Rebecca Quigg may be meeting me after the Coffee Morning on the 3<sup>rd</sup> June at 11.15am to discuss traffic monitoring data.

### **Mileage Allowance**

Please note that the mileage allowance has been increased from 45p per mile to 55p per mile.