

Deputy Clerks report – Oct-Nov 23

I have been involved with and attended the following: -

WSALC Clerks online Forum 9 October

Tea & Coffee Club 16 October.

Clerks Network Meeting on 19 October hosted here.

Met with Cllr Spencer on 27 October to start creating an Emergency Resilience Plan for Bersted. This will be looked at by the Planning Committee in December.

After contacting ADC Cleansing Team again regarding the litter bin for Chalcraft Lane, this has now been installed at no cost to the Parish. The Parish pays an annual fee for emptying.

Contacting hall users to inform them that the car park was flooded, and parking was limited. A pump was purchased last week and has been effective in clearing the water.

Contacting companies to provide quotes for a new Parish Website for the Finance Committee to consider in November.

Updating the Parish website and facebook page.

End of month reconciling of co-op account and petty cash in quickbooks for the Clerk while she was on leave.

Hall booking enquires, meeting with potential new regular users.

Contacting teams to cancel Football matches scheduled over the last two weeks as the pitch is waterlogged.

Dealing with enquiries from the public regarding the recent flooding.