**Clerk’s Report – August 2025**

1. **Financial Matters**

* AGAR submitted to PKF Little John and relevant documentation has been published on the council website and noticeboards. Further update and confirmation of completion of audit will take place in due course.
* Query raised regarding 31st March 2024 figures correlating with 2024-2025 Accounting Statements. Answered and additional information published on council website for clarity.
* Redwood Bank account is now up and running with a transfer of £80,000. Financial reports will be available monthly in following the existing requirement of bank reconciliations of council bank accounts.

1. **Amenities**

* **Mill Lane Cemetery**

1. Grass cutting contractor has actioned weed maintenance within the cemetery.
2. Local Contractor has been requested to paint the cemetery gates and boundary fence behind the arbour, this remains outstanding.

* **Playground**

1. Existing repair of tall climbing apparatus for replacement of damaged wood remains outstanding due to awaiting replacement part.
2. **Council Business**

* Ongoing - Continuing on creating an **Emergency Plan** for the village in identifying steps of action should there be an emergency.
* Continuing on recommendations of the Internal Audit 2024-2025 in the smoother operational effectiveness of the council. This is an ongoing process with relevant actions taking place throughout the financial year.
* There is now a QR Code on the notice boards that directs users to the supporting documents for meetings published on the council website.

1. **Clerk Working Hours**

* Owing to extensive correspondence received from BRFC and many resources utilised in the investigating queries raised, significant hours are spent concerning this and have accumulated an additional 5hours in July on top of 22hrs contracted per week.