**Deputy Clerks report –Mar - Apr 23**

**I have been involved with and attended the following: -**

Continued training with June on the different aspects of working for a Parish Council.

Tea & Coffee Club on 10 March.

Electors’ Meeting 10 March

End of year Audit training with the Clerk

Preparing files for the internal auditors annual scrutiny of year end accounts.

Health & Safety Meeting down at the Spinney with Cllr Spencer and Groundsman Gary. A report has been prepared for the Forward Plan Committee.

Attended a meeting at Bognor Town Council on 23 March regarding Community Wardens for the Arun area (excludes Littlehampton). Met the Community Warden Sean Harvey.

Attended a zoom Meeting on 24 March regarding Arun DC Compliance Strategy and Enforcement

Attended a WSALC zoom meeting for clerks on 31 March.

Hall enquires for regular and casual bookings.

**Coming up**

Clerks Meeting 20 April