

Deputy Clerks report – September 2021

I have been involved with the following in the last month: -

Covering for the Clerk while she was on annual leave.

Playscheme on Tuesdays with the Clerk, preparing food lunch bags for the children, arranging and collecting supplies, from Morrisons, Tesco, Co op and Oakmeres.

Thank you to the Councillors that attended these sessions.

Planning issues raised by the public, mainly 19 South Way.

Hall booking enquires for parties or regular hire of the hall or meeting room

Preparation of Admin Assistant job description and job specification with Cllr Lainchbury.

General enquires from the public including a concerned parent about parking and traffic management around Bersted Green School. I have contacted Bersted PCSO Ben Lander and Cllr Greenway is looking into this with WSCC, as the school have been asking for a safety patrol officer for some time.

Health & Safety

Meeting on 16 August with Cllr Thompson and Groundsman

Preparation of Risk Assessment for the litter pick undertaken on 5 September by Councillors and others.

Playpark surface repairs have been held up due to a shortage of materials and I hope to have a date confirmed next week from Playground Facilities.

Ditch at bottom of Jubilee Field, last month a resident wrote in with concerns, the Clerk and I have arranged with the groundsman to cut back vegetation and Bellway Homes were contacted to do their side. They have confirmed they will be clearing the ditches surrounding their site in the coming weeks.