

## Appendix B

<b>Meeting</b>	FULL COUNCIL
<b>Meeting date</b>	14 <sup>th</sup> February 2023
<b>Subject</b>	<b>Clerks report</b>
<b>Author(s)</b>	Geraldine Connor – Clerk to Council
<b>Status</b>	Action

### **SLCC Conference**

The Clerk and Deputy Clerk attended the national SLCC Conference on 1<sup>st</sup> & 2<sup>nd</sup> February 2023

- Government's Reforms of the Planning System
- Gallagher Cyber Assist – Where is your risk as a local council?
- Get Your Council Heard Nationally
- Breaking Barriers
  - Incorporating Youth Engagement Into Your Council's Strategy
  - Youth Engagement
- Local Government and the Importance of Town, Parish and Community Council Within It
- Lee Rowley MP, Parliamentary Under Secretary of State in the Department for Levelling Up, Housing and Communities
- A Clerk's Practical Experience and Tips for Obtaining External Funding
- Keynote Session – When Public Servants Say No  
Professor David Whetham, Director of King's Centre for Military Ethics, King's College

### **YEAR END 2021/2022**

Dates

Close down : 31/3/2023

Sign Accounts : 23/6/2023

Approval at FC : 29/6/2023

Publish & Submit : 30/9/2023

Begin Inspection By : 03/09/2023

Publish Audit Opinion by 30/09/2023

The asset register has been updated – Current Assets total £1,7000,000.

If external auditor deems reserves too high , a notice will be issued to inform residents of the unexplained variance.

### **IT improvements**

The Clerk will be undertaking a collective based risk assessment to address security concerns.

A new system is needed to provide for 2FA or MFA for all IT users including Councillors.

The Clerk will be holding a meeting with the current IT support and website manager to discuss

a new Microsoft 365 contract IT to include secure emails, cloud back-up and website. This will make facilitate website and email access and improve security.

A quote will be tabled for F & A in March.

### **Chamber Improvements**

The Deputy Clerk has sought quotes for furniture and smart TV's - quotes will be tabled for F & A in March.

### **Groundworks Vehicle**

The Deputy Clerk has sought quotes for new and nearly new vans for use by ground staff quotes

will be provided to F & A for a recommendation to FC in March

### **Strategic Plan**

The Clerk will be asking Committees and Full Council to think about what projects should be identified with appropriate time scales to inform a draft CPC Strategic Plan .