

## **Clerk's report May 18<sup>th</sup> 2020**

### **Correspondence**

A resident has raised that Japanese knotweed is growing on footpath 8. This is the footpath that runs alongside the Green Lane Kennels towards Rolleston Park Farm. This has been logged and escalated with the regional Public rights of Way officer. Specialist advice is being sought before it can be eradicated.

Tutbury Tigers have requested a meeting to discuss the use of the pitch and changing rooms next year.

A tree contractor has requested access to the playing fields at Ferrers Avenue Friday 15<sup>th</sup> May to carry out some work at the rear of the property backing onto to the playing fields. The clerk will arrange this and make sure that the area is kept secure

### **Footpaths**

The clerk continues to assimilate the findings from the footpath reviews she has carried out. Cllr Spencer Smith is now assisting in walking the footpaths. An item needs to be added to the next agenda as to how to take the findings forward. <any of the footpaths have missing waymarking. This would make a visitor outside of Tutbury who does not know the area difficult to navigate.

### **Accounts**

The audit work and end of year accounts have been prepared and sent to the internal auditor. His report is attached. The audit will need to be signed and the accounts advertised for public inspection. This will need to be an agenda item before August when the deadline has been set.

Earmarked reserves and contingency budgets need to be reviewed now that year-end figures have been completed. The allocation of cash in the bank will need to be added to the next agenda. The new accounts software is proving to be more efficient. New budget reports will be distributed at the next meeting.

Accounts that have been authorised and paid by the clerk, chair, and vice chair, are outlined in the separate report generated by the new software.

### **MP Meeting Kate Griffiths**

The Annual meeting was attended by Lewis, Ken and Russell, issues have been highlighted and Cllrs have updated the outcome by email. Kate Griffiths will follow up points raised.

### **Triangle.**

Cllrs T Spencer Smith and his wife have been doing maintenance of the triangle clearing vegetation and maintaining the benches. Concern has been raised about the tree overhanging the pavement. It has a ten-degree lean. Tree contractors have been asked to assess this and provides quotes for any work required.

### **Churchyard.**

The pollarding work has been carried out in the churchyard. However, the tree that is due to be removed cannot be done until the contractor can obtain a crane. In the Corona virus lockdown this has been problematic, this will be completed when a crane is available. Replacement trees will need to be added to the next agenda as this was a condition of the planning permission. The contractor will provide a quote for the replacement trees.

### **Contractors**

The clerk has been liaising with the contractors to ensure that work can continue to be carried out during lockdown. The grass cutting is still going ahead, the Close Bank footpath has been cut back. The new street environment worker has been working hard weeding the streets, cutting back the bus shelters and litter picking.

### **Waste**

The refuse centre has re-opened and the bins on Duke Street emptied. We are awaiting an update on the bin removal.

Suggested addition to standing orders see separate document.

### **Outstanding Agenda Items**

To approve replacement trees for the churchyard.

To Discuss Ferrers Avenue Working Party Report

To Approve the Removal of The Earth Bridge and Re-establish the hedge to erect a temporary fence at Ferrers Avenue Playing Field.

### **New agenda Items**

Financial and Budget update

Approval of the annual Governance review (audit)

Approval of Home working allowance

Cycle route from Tutbury to Horninglow

### **Date of next Meeting**

Planning Meeting

Full Council Meeting June 15<sup>th</sup> 2020

### **Meetings**

New legislation has been released in response to the Covid 19 virus outbreak that allows remote meeting, the delay to the annual meeting of the council up to the May 7<sup>th</sup> 2021 The council can continue with the current officers in place and not hold an annual meeting of the council until next May or hold the meeting and run through the election process for officers in the council. This will need to be an agenda item to decide a way forward.

The annual meeting of the Parish should have been held before the 1<sup>st</sup> June is not required this year.