

CLERK REPORT FOR TOWN COUNCIL MEETING

24th January 2024

TOWN CLERK

. **Lloyd's bank mobile unit** will be stopping, last date 22/5/24

. **VAT registration confirmation received from HMRC**; 1st August 2016. VAT specialist initially thought it would be from 1st July 2016. I currently waiting on the VAT specialist to outline our timeline for establishing true income figure.

. **National Cyber Security Centre** advisement regarding the new compliance requirements set by Google and Yahoo taking place wef 1/2/24. Referred to IT Workhouse who confirmed the Council is already complaint.

. Meetings:

- **SHDC Localities Team:** met with Froggy who works for SHDC's locality team (is the eyes and ears for SHDC). Visits Salcombe 2-3 times a week (along with other towns/parishes – has a wide area to cover)
- Covers:
 - o Beaches
 - o Animal Welfare
 - o Dogs not on leads – advised there are no dog wardens as such, but he is able to carry out this remit
 - o Toilet Inspections to include cleanliness and repairs
 - o Cliff House Gardens: maintenance and repairs
 - o Life Buoys
 - o Planning Notices
 - o Shellfish Testing
 - o Water testing of boreholes
 - o Abandoned vehicles – puts stickers on them, but enforcement is not their remit.
 - o SHDC's playparks: Courtenay Park and St Dunstan's Park
 - o Patrols some evening events
 - o Fly tipping
- **Mayor's and Clerk's meeting with SHDC**, chaired by Cllr Julian Brazil. Also in attendance were SHDC officers including Andy Bates (Chief Executive) and clerks and mayors from the other towns Dartmouth, Ivybridge, Kingsbridge and Totnes. Discussed the towns' draft precepts/budgets; I asked for a sense check on our forecasted budget and precept, due to the fact that it is projected to be increasing greatly. Meeting agreed with SHDC's finance team
- **Malborough Town Clerk**, Kathy Harrod, met with me to look at how the Councils could work together with regards to maintenance across the parishes – joined up thinking. On January's agenda to be discussed by Council.
- **Salcombe Community Economic Plan:** met with Laura Eames and colleague from SHDC. Initial discussion took place re CEP including thoughts around including

Malborough Parish within the boundary due to the cross over of residents and businesses and various local roads which link the 2 parishes. On January's agenda for TC to consider.

PROJECT OFFICER'S ACTIVITY

- Daily – Email, admin and general office tasks.
- Weekly – Check Mortuary Building & Jubilee Gardens Playground & record
- Meeting with Salcombe Localities Representative
- Meeting with STC Cllrs – Asset Review Meeting
- Baxter & Drabble Funerals – New grave & Interments
- Repair loose floorboard – Council Hall (Reported by SIC)
- Finalise Grounds Maintenance Contract & liaise with SHDC over Tender
- Double Yellow Lines @ Ember Road – Planter solution with Fiona Cranford-Smith
- Liaising with Mortuary Building Painter – Work completed to requirement
- Park & Ride Layout and costing estimate to allow campervans
- Council Hall gutter cleaning – Enquiry from owner at Dewberry Cottage

ADMINISTRATOR'S ACTIVITY

- Updating of Planning agenda compilation
- Reporting and following up on resident issues via DCC and SHDC online portal