

## Clerk's Report

June 2025

Please find my report for the June meeting, I am sorry I ran out of time for a May Report. It has been a busy month as usual, staffing still taking up a fair amount of time but this should improve, and the recruitment campaign can begin now I have sight of all the work that should be achieved. The team continues to work well covering for the current vacancies.

For me the transition to having weekly meetings with Stuart as the now Mayor has been an easy one and Stuart had attended a few weekly meetings with Fraser, so we hit the ground running as they say and have discussed ways of moving forward considering the necessary core work that needs to be achieved.

We are currently waiting for the new website, which is currently being achieved, and all the necessary handover of domains etc is in process, this will enable us to hopefully achieve on-line working of Roxley and help to streamline the hiring etc. Scribe are also due to start working with me this week to get the Allotment package online. We currently have enough vacant plots to cover the waiting list which is good. The Phones are due to be upgraded at the end of July when the Nursery will be accessible to undertake the work. So, some exciting moves already working in the right direction.

Tonight, the Council are looking at the Annual Internal Audit and the Annual Accounting Statements for 24-25. I hope that you agree we have already started to put in place the necessary improvements. The main task going forward is to address Financial Risk and a continuity plan.

This month has seen the 10th Park Run which I hear was a great success and I am sure Dale will expand on this. Also, we, need the de-brief of the VE Celebrations which is on the agenda as we need to start planning for the Autumn events.

We have had lots of issues regarding trees with the recent rain and high winds, but we have managed to help when necessary and have agreed to undertake some work in the Autumn away from nesting bird season.

All the accounts are up to date, just finishing May's bank reconciliation as the Lloyds statements were in today's post. This has been challenging as many cross over of payments with the new Unity account, but these are teething problems as will be the correct way of working going forward. I believe signatories have not had a problem with releasing payments and the staff were paid on time always a good thing.

We seem to have had a situation with a homeless person who in fact is not homeless on the River Green Toilets, but work is on-going, but we ask that any information is made available to the office.

Please remember that I have an open-door policy and every question is valid.

Take Care

Sarah