

## **Clerk's Report – 21 December 2023**

The Staffing Committee have reviewed their budget for next year 2024/25, this has been added to the master budget which will be presented to the F&G Committee on the 9 December and finally to the Full Council on the 23 December.

The Precept demand will be submitted to the Vale Council by the deadline of the 31 January 2024.

The internal auditor has requested a six-monthly audit; the items are being collated and will be submitted as soon as possible.

Following the resignation of the Deputy Town Clerk, it was decided at a meeting of the Staffing Committee on the 5 December to appoint Clair Davis as Deputy Town Clerk from 1 January 2024 and to advertise for a Community Engagement Officer, part time 20 hours per week.

Memsafe Ltd conducted the repairs at the Holy Cross Churchyard on the 11 December and on request also assessed a stone in the Limes which is leaning but has been declared safe.

Despite hiccups with the Christmas lights, the Parade and Grotto were a huge success and the original lights have been fitted for this year. The infrastructure will be reviewed for next year and the hire agreement for the new lights has been postponed to start in 2024.

A Christmas debrief is arranged for January, along with a working group meeting to discuss May Day celebrations.