

Clerks Notes
June Meeting 10/06/2024

Agenda Item 9a - Payments

Just to keep council updated, I am contracted for a certain number of hours a month. I keep a timesheet, (I am happy to share if wanted) and also a spreadsheet where I log the hours and calculate either holiday if I am short or overtime if over. As some periods are busier than others if only a few hours here or there I will roll it over. Currently I am owed 8.4 hours but have finished the busiest period.

Agenda Item 9c - Financial Regulations

These were reviewed in the finance meeting and there were some required changes. These changes have been done and this is the document for approval.

Agenda Item 9e - AGAR

The internal auditor we use told me he is retiring, I have asked if he will continue doing our audit and he has confirmed he will.

2024-06-10 9e AGAR Instructions

2024-06-10 9e Char Valley 2024 - this is the report from our internal auditor.

To include the following for the auditors:

2024-06-10 9e 2023-2024 AGAR front pages

2024-06-10 9e Certificate of Exemption

2024-06-10 9e Annual Internal Audit Report

2024-06-10 9e Annual Governance Statement

2024-06-10 9e Accounting Statements

2024-06-10 9e BDO Conflict of Interest

In addition to the above, the following must be displayed on our website:

2024-06-10 9e Explanation of Significant Variances

2024-06-10 9e Bank Reconciliation 2023-2024

2024-06-10 9e Notice of period of exercise

Agenda Item 14a – Clerk Admin - Register of Interests

Thanks to all that have completed this.

I have noticed the start of term dates are not all correct, this should be 02/05/2024 for all that came through submitting nomination forms. Please can you use the link you used before to update these?

Ones that require amending are:

Charles Stanbury

Juliet Busby

Sylvia Creed-Castle

Robert Cook

Joanna Kewley

William Lumsden

Ricky, please can you complete yours?

Agenda Item 14b - Clerk Admin - CVPC Organisation

We need to decide who is chair of the Staffing Committee

We need a DAPTC representative

Agenda Item 20a - Holiday let planning response wording

Please note that CVPC are very concerned at any further increase in holiday accommodation as there is already an over-supply of available accommodation in the Char Valley area to the detriment of the local residents, existing hospitality businesses, and the local environment. More development also undermines the very reason why this area is attractive to visitors and existing residents.