**Clerks Report – 22.09.21**

**Item 10 - Clerks Report**

1. Matters arising from past minutes.

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| Item | Action |
| Severn Trent and Cotwalton Junction to B5066 ref: 4181743 & 4237100  Missing bollards. | Monitor |
| SIDS – Still awaiting installation – Chased AMEY on 7.09.21 and they assure me it will be done by the end of the month. | Clerk to Monitor |
| Ground’s maintenance contracts – areas to be maintained by the contractor have been replayed to the new contractor TGM. They have already carried out some of the work. | Clerk &  Cllr R Clark |
| Queens 70th anniversary – Approved to purchase to cherry trees and a plaque the same as the 60th anniversary. | Clerk in 2022 |
| Hedge cutting – Farm Lea, letters have been sent to all the residents | Monitor |
| Hedge cutting - The Bread Store, letter has been sent to the property owner | Monitor |
| Hedge cutting – 2 Farm Lea, pictures have been taken and sent to Stafford Rural Homes to investigate. | Monitor |
| Hedge cutting – Priory Cottage, letter has been sent to the property owner | Monitor |
| Two trees cut down by contractors. | Cllr H Woodward is dealing with this. |
| Hilderstone Walkway / Trees | Further discussions needed |
| White lines – Cotwalton Junction to B5066 - 4251576 | Monitor |
| White lines – The Narrows – Roebuck to Chicane | Still to report |

**Item 11 – Traffic and Highways**

1. Still need to report renewal of the white line in The Narrows, just wanted to check location.

**Item 12 – Footpaths, Village Maintenance**

1. Brought forward from item 5e – Parish Council meeting on 21st July 2021. Possibility of having a bin in the layby.
2. Grass verge Contract – TGM
3. Purchase of new lawnmower – Quotes below:

* Shinglers Mower Swervices Ltd - £376 + VAT
* G & S J Johnson Engineering Ltd - £280 + VAT
* Buxton’s - £312.58 + VAT

**Item 15 Finance**

1. Monthly payments



1. Budget Summary Page 3
2. Bank reconciliation Page 4
3. Approval of Internal Auditor 2021/22

Quotes:

Mrs Vivien Evans £35

Toplis Associates - £122 + travel expenses + VAT

Sandie Morris (Black Rose Solutions) £30 per hour + travel expenses + VAT (we would need 2-3 hours so it would be £90 + travel expenses + VAT)



**Bank reconciliation as at 14.09.21**

Balance as per statement £18,873.87

Less unpresented payments £707.52

Total as per cash book £18,166.35



Graphical user interface, text, application

Description automatically generated

Total funds available Current £18,166.35

Reserves £3,133.35

Total £21,299.70