

## Hawstead Parish Council - Clerk report

14<sup>th</sup> July 2022

The aim of this report is to provide comments on agenda items and to update the Parish Councillors on:-

- correspondence received, sent and circulated since the last meeting
- Training attended since the last meeting
- Clerks' activity since May 2022
- Planning decisions

**2.5 Suffolk Constabulary May 2022** newsletter <https://www.suffolk.police.uk/your-area/snt-newsletters-May-2022> (most up to date available)

### 7.1 Planning decisions

None.

### 10. Correspondence

Indication is given where an item has already been circulated by email and/ or is under consideration at this meeting and /or has been circulated for this meeting. Please request copies of anything you have not received

Date	Detail	Action	Email circulation	Agenda item	Circulated with agenda
16.05.22	SALC e bulletin				
18.05.22	SALC e bulletin		7.5.22		
18.05.22	West Suffolk Planning Policy Consultations West Suffolk Local Plan (Regulation 18) Preferred Options		7.55.22	Item 7.5	
18.05.22	Play equipment report			Item 10.1	
20.05.22	WSC Grass cutting schedule				
24.05.22	Headway flier				
23.05.22	SALC e bulletin		7.6.22		
24.05.22	SALC e bulletin		7.6.22		
26.05.22	Email re grass cutting around the village hall		7.6.22	Item 6.6	yes
26.05.22	Update on drainage from SCC		7.6.22		
27.05.22	OSS update		7.6.22		
30.05.22	WSC correspondence re code of conduct		7.6.22	Item 6.1	yes
31.05.22	SALC subscription review		7.6.22		
30.05.22	SALC bulletin		7.6.22		
31.5.22	SALC bulletin		7.6.22		
6.6.22	Defra survey of agriculture				
6.6.22	SCC June report		7.6.22		
6.6.22	Letter re Jubilee photo book			Item 6.5	yes
6.6.22	SALC bulletin		7.6.22		
7.6.22	SALC bulletin		7.6.22		
	Suffolk Enhanced Bus Partnership - Passenger Interest Working Group				
8.6.22	ICO renewal			Item 8.3	
9.6.22	Save the day - Rural Transport Conversation Friday 22 July 2022				
10.06.22	OSS AGM info		06.07.22		

13.06.22					
10.06.22	WSC grass cutting schedule				
13.06.22	UK Shared Prosperity Fund survey				
13.06.22	Flier for West Suffolk Local Plan - parish and town council workshop presentation		Too late to circulate		
13.06.22	CAS - Rural Services Survey		Completed 06.07.22		
13& 14.06.22	SALC bulletin		06.07.22		
17/0622 24/06/22	WSC grass cut schedule				
17/06/22	Anglian Water info		06/07/22	Item 10.3	
17/06/22	COVID-19 Additional Relief Fund (CARF) Phase Two		06/07/22		
20 and 21 June 2022	SALC bulletin		06/07/22		
21/06/22	WSC Licensing policy consultation				
22/06/22	SALC agm flier		06/07/22		
22/06/22	Surviving Winter info	To Village Voice 7/7/22			
27&28/06/22	SALC bulletin		06/07/22		
30/06/22	OSS newsletter		06/07/22		
01/07/22	WSC grass cut info				
04/07/22	Rural Housing Week 4 July to 8 July 2022		07/07/22		
03/07/22	HCC minutes		03/07/22		
04 & 05/07/22	SALC bulletin		06/07/22		
	Play equipment inspection report May and June 2022			Item 10.1	

## TRAINING

### CLERK'S ACTIVITY May-June 2022

Date	Activity	Time
	Prepare for and minute PC meetings May 2022	
	Email correspondence, finance and admin; follow up on accounts and audit	
	<b>TOTAL</b>	<b>40.00</b>