

Parish Council Clerk report

1. Relating to agenda item 91/21 – A dispensation request has been received from Cllr Parker regarding his registered interests for the duration of the current parish plan/ questionnaire. As proper officer dispensation is granted to Cllr Parker for all interests relating to and for the duration of the current parish plan this is in line with the councils standing orders as it is of benefit to the parish.
2. Relating to agenda item 95/21 a- Whilst the minutes are a true and accurate record of the meeting, I would be grateful if the council could minute in this meeting that Cllr Parker failed to remove himself for item 73/21 relating to declared interests, however he did notify the clerk in writing shortly after the meeting. No action was taken as his removal would not have impacted on the councils final decision – or words to this effect.
3. Relating to agenda item 99/21 – Whilst not mentioned on responsibilities, following the issue last year with the ground maintenance team and invoices Cllr West kindly started sending an email on the days when the contractor cut the grass so I could ensure they only got paid for what they did and could cross reference theirs and my dates. This might be of consideration to the council.
4. Relating to agenda item 102/21 – The parishioner who has kindly taken on the responsibility of the SAM2 has been approached by a councillor requesting the SAM2 be placed in Vicarage Road. The parishioner has no issue with this and has obtained a price for the brackets at a cost of £100+ VAT
5. Relating to agenda item 104/21- separate report.
6. Relating to agenda item 106/21 – There is a new section on e-mails in the Joint Panel on Accountability and Governance Practitioners Guide (P61, 5.169.) ‘The addition of a section on the importance of smaller authorities using secure e-mail systems and gov.uk addresses re-inforcing last year’s letter from the Chair of JPAG encouraging every authority to have its own e-mail address which is owned by the authority rather than relying on the use of personal e-mail addresses that can change regularly. This will reduce the risk of correspondence going astray or being delayed.’ Following my GDPR course where the tutor also hosts the Freedom of Information course, it was stressed about council emails rather than person especially if you get a subject request. In regards to .gov addresses the government website indicates a cost for a domain name around £80 + VAT as a guide and a request has to go to them first. This is not a process I am familiar with but can look further into it should the council wish.
7. Relating to agenda item 107/21- I have received a parishioner request for the councils consideration to plant a tree/s for the Queens platinum jubilee (to be celebrated 2nd June 2022)
8. Relating to agenda item 108/21 – ICO registration. It has come to my attention that the council should be paying an annual data protection fee to the Information Commissioners Office. The Data Protection (Charges and Information) Regulations 2018 requires every organisation that processes personal information to pay a fee to the Information Commissioner’s Office (ICO), unless they are exempt. Failure to do so will result in a fixed penalty. The annual cost to Foul登 Parish Council is £40 per year.
9. Relating to agenda item 111/21 d – separate report
10. Other items since last meeting
 - a. I contacted Breckland regarding village grass cutting and was informed the contractor should do it every three weeks, however it did take longer than usual as they had a breakdown on this route.
 - b. Thanks has been received from a parishioner regarding the planning application on Tallons End which reads ‘We would like to take this opportunity to very much thank all members of the Parish Council for their valued support in listening to the concerns we raised during the meeting, objecting to the application and in writing to Breckland Council to that effect. We note that the planning application has subsequently been withdrawn, which we consider to be a positive outcome from our side.’