Clerks Report

November 2026 Meeting

My time has been carrying out the following

- Processing Karen's leaving details to ensure she receives her final pay and P45.
- Changing contact details with various agencies and organisations.
- Completing new starter paperwork with SALC.
- Signing up for Internet Banking.
- Going through the laptop and documents to familiarise myself with the way in which the Parish Council operates.
- Arranging Zoom planning meeting.

There has been no correspondence from any members of the public.

Nothing further to report at this time.