

## CLERK'S REPORT JAN 24

- Local Elections **2 May 2024**. Briefing for Clerks at SDC 14 February and collection of nomination packs. I will attend (small travel cost to be approved c £10). 19 March – 5 April nominations open for the District and Parish/Town Council elections. **Prospective candidates will need to ensure they deliver their nomination papers in person between 10am and 4pm Tuesday 19 March 2024 – Friday 5 April 2024 to Stroud District Council's Offices. Whilst appointments are not necessary, they are recommended due to the quantity of nominations expected.**
- New charges for 24/25 sent to all allotment holders. No feedback received.
- Response circulated regarding 20 is Plenty campaign.
- Details of Glasdon gateways circulated.
- SDC notified of Charter adoption.
- Will be meeting with Chair in next couple of weeks to look at Dropbox.
- All other Clerk's actions in the minutes completed or are included in January agenda.
- 20 hours for December. Tasks still outstanding:
  1. Adapt Biodiversity Policy and write to potential partners for Action Plan to attend Feb meeting.
  2. Remaining HTPC risk assessment actions: Clerk to get quotes for fire/waterproof storage for archive paper records. Chair/clerk to investigate using Dropbox for electronic record backup. Staff appraisal, discipline and grievance policies to be drafted for adoption (thanks to Cllr Hayward for examples). Clerk to investigate model publication scheme for adoption.
  3. Data Protection Policy, Privacy Notices etc to be finalised and added to website.
  4. Notes of allotment site inspection with HTPC Chair and HAA Chair to be written and circulated. Also actions to be taken.
  5. Future agenda item re allotment boundary path and charges for part years.
  6. Look into local handyman services.
  7. Look at Parish Online with Chair for use by HTPC
  8. Draw up grass cutting contract for 24/25.