

# **CLERK'S GENERAL REPORT FROM 27 MARCH TO 24 APRIL 2018.**

## **Finance/Administration.**

Accounts and administration are all up to date.

Internal Audit for 2017/18 now complete with no adverse comments received.

Annual Reports completed and local deliveries arranged with Chairman. Agendas and 2017 minutes for the APA compiled.

Documents for the insurance renewal received with premium due to be paid at the May meeting.

Claim for 2017/18 VAT refund submitted to HM Customs & Excise.

## **General Maintenance.**

All items mentioned in the April minutes have been referred to the maintenance contractor.

## **Village Sign - Insurance Claim.**

Continuing the difficult task of arranging for the repair of the damaged village sign by obtaining repair quotation for submission to the council's insurers.

## **IWMF - Rivenhall Airfield.**

Information received from PAIN indicates that this application will be considered by ECC on 27 April 2018; PAIN has made a detailed submission requesting refusal.

## **Colemans Quarry.**

Nothing further for me to report.

## **Planning Applications.**

All planning matters dealt with as per the April minutes.

It would appear that an 'Adult Superstore' has opened northbound alongside the A12 at Rivenhall End.

Was planning permission required?

Outline Planning Application for land south of Rickstones Road is due at BDC Planning Committee on 24 April - result will be reported at the May meeting.

## **Highways Maintenance.**

Pothole repairs continue although many are being overlooked!

## **Braintree District Local Highways Liaison Panel.**

Nothing further for me to report.

## **Liaison with Chairman.**

Liaison with the Chairman upon various items of correspondence, the agenda for the next meeting and planning application documents as necessary.

Keith Taylor (Parish Clerk)  
24 April 2018