



Kate Pritchard

Clerk of the Parish Council

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Clerk's Report

a) Highways

- Staffordshire County Council "local highway news" – revamped pothole reporting system
- An account for the new report it tool has been set up
- Reference **4400782** damaged speed sign on The Beck. Update from SCC Highways: They have not yet been able to coordinate resources to resolve the enquiry raised, due to high demand for reactive maintenance work across the road network. They write to assure that they have not forgotten about the issue and will endeavour to schedule the necessary works as soon as is practicably possible
- Reference **4400786** overgrowth on the A513 pavement. Update from SCC Highways: They have not yet been able to coordinate resources to resolve the enquiry raised, due to high demand for reactive maintenance work across the road network. They write to assure that they have not forgotten about the issue and will endeavour to schedule the necessary works as soon as is practicably possible

b) Correspondence

- Community together CIC, in Tamworth contacted the Council about an advertisement in a Parish newsletter. The Clerk forwarded the email to the Mease Valley Magazine
- Severn Trent Council Newsletter – an email for councillors was provided
- Response received from Elford Hall Gardens regarding the funding of another dog poo bin
- Pensions Regulator have sent workplace pensions re-enrolment. The payroll administrator will send the declaration for approval before 24th June 2025
- Village Hall is booked for 7pm on Monday 24th February for the Open Meeting

c) Administration

- Preview of new gov.uk was sent from Parish Council Websites
- The domain is all secured and ready, emails can be set up and used at any time now once addresses are confirmed
- The ICO fee has been renewed, and Organisation contact information has been updated
- The assets register has been updated and consulted with the Auditor regarding the difference in asset register/ website asset register for the AGAR 2023/2024. This will be rectified in the AGAR 2024/2025

d) Maintenance

- Handy person tasks were forwarded to the Council

e) **Training**

The Clerk has attended the following training courses since the last meeting

- Budgeting & Forecasting – Scribe Accounts

Please see Activity Tracker attached for further information.