



Welcome to
**Tormarton
 Parish Council**



Parish Clerk’s Report – August 2020

Tormarton Parish Council didn’t meet in August due to the summer recess. However, the work of the Clerk and the Councillors did not stop throughout the month.

- The Council responded to a planning application that was due before a meeting would have been called. The Council raised no objection and this will be formally written in the minutes in September’s meeting.
- The Clerk drafted the framework for the Parish Council’s three-year plan.
- Finance reports were compiled and circulated to all members.
- A website accessibility statement has been added to the Council’s website. The Council have a few actions that would be considered necessary to ensure the website is operating at the level of compliance it should be.
- The vacancy for a Councillor was advertised but no-one has come forward to express an interest in the role.

Date	Hours	Detail
03/08/2020 - 07/08/2020	4.5	Paid Leave
10/08/2020	2.25	July Clerk's report. July Finance. Posting Cllr Vacancy Poster. Emails and meeting with Cllr Stevens. Website maintenance.
13/08/2020	0.75	Emails and Filing.
17/08/2020	2.5	Drafting three-year plan and emails.
20/08/2020	0.5	Responding to emails.
24/08/2020	2.5	Responding to emails and meeting with Cllr Stevens.
27/08/2020	0.5	Responding to emails.
Total Hours for June	13.5	
Minus contracted hours	-18	
C/F from previous months	8.7	
Owing to Clerk (Council)	4.2	