

**Date:** 07 July 2022

**Title:** Report Item 7 – Business in Progress

**By:** K Larkin (Parish Clerk)

**Purpose:** To provide an update on progress since the June meeting

**Recommendations:** a) To note the report  
b) To consider raising the monthly rate for cleaning the bus shelters from £50 to £60 with effect from 01 April 2022  
c) To approve a donation of £1,000 for Ukrainian refugees

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The following are matters for decision:

- To consider raising the monthly rate for cleaning the bus shelters from £50 to £60 with effect from 01 April 2022
- To approve a donation of £1,000 for Ukrainian refugees – this proposal was put to the Annual Village Meeting on 20<sup>th</sup> May 2022 and was approved. The donation may be sent to the Disasters emergency Fund or to a more local charity, and advice is being sought on an appropriate recipient.

The following are matters for report:

- The council's Annual Governance and Accountability Return 2022 has been submitted to the External Auditor and acknowledged by them
- Internal Auditor – Peter J Consultants have agreed to do the internal audit again in 2022/23, leaving the new council in May 2023 to make a fresh appointment for 2023/24.
- Rialtas Accountancy software – this is now installed and the clerk has completed a training session. The software is enabled for Making Tax Digital in compliance with HMRC's new requirements. The first VAT return submitted in this way will be for the quarter ended 30 June 2022
- Staff pensions – the council is now registered with the East Sussex Pension Fund and the Chair has completed the council's triennial re-enrolment and updating with the Pensions Regulator.
- Website – the council's website has been updated with the draft minutes of the Annual Village Meeting 2022; the Standing Orders as revised in June 2022; the re-issued Information and Data Protection policy; and other relevant material.
- Insurance of marquees – the RA has confirmed these are fully insured wherever they are