

## **Town Clerks report**

### **State of the Administration meeting**

Thanks to all who attended, and if it proved useful, I am quite happy to repeat the process if desired.

### **Finance**

The interim internal audit has been concluded and the draft report contains nothing we were not aware of and no showstoppers, the final report will go to finance in due course.

The following dates have now been set for the compiling of this and next year's budgets.

28/10 Officers

4/11 Officers

11/11 Officers

18/11 Officers & Chair of Finance

Informal meetings with councillors

13/12 Full council to approve 22/23 & 23/24 Budgets

10/01 Backstop for full council to approve 23/24 budget

### **Staffing**

As staffing is now at the correct full complement and Caretaking has been brought back "inhouse"

### **Events**

Fireworks went off well and we will be instigating a review and joint meetings with Shaldon as to next year's format. Thanks to all who helped out

Armistice & Remembrance are currently all in hand.

Christmas lights, the tree is booked and will be erected on 14/11

### **Bitton House security**

Both the intruder alarm upgrade and access control on strategic doors has been successfully completed.

### **Den toilets**

Verbal update to be given at the meeting