

Hasketon Parish Council
Correspondence List Nov 2017 to 10th Jan 2018

DATE	SENDER	RECIPIENT	SUBJECT	TYPE
06/11/2017	HPC (Clerk)	SALC (Payroll)	Tax coding for Clerk (letter copied) sent via email	
09/11/2017	Parish Resident	Clerk (HPC)	Thankyou letter	email
09/11/2017	SALC	HPC	Weekly Information Newsletter	email
09/11/2017	Robin Vickery (Suffolk CCllr)	Clerk (HPC)	Apologies for absence for PC Meeting	email
09/11/2017	Cllr S Batley	Chairman/Clerk	Advise of late attendance at PC meet	email
14/11/2017	SALC	HPC	Data Protection Services Information	email
15/11/2017	SCDC	All Parish Councils	Precept/Budget Meeting advice/invite	email
15/11/2017	SALC (NALC)	All Parish Councils	Sky enquiry re Christmas lights funding	email
16/11/2017	Cllrs (various)	Cllrs (various)	Parish Mag Copy	email
17/11/2017	HPC (Clerk)	Sharwoods	ditto	email
20/11/2017	Clerk/Cllrs/Others	Clerk/ Cllrs/Others	Play equipment details	email
20/11/2017	ditto	ditto	Play Area Inspections	email
21/11/2017	SALC	HPC	SALC Coastal Area Meeting	email
22/11/2017	Smaller Authorities Audit App	HPC	Appointment of Ext Auditor 2018	email
23/11/2017	HPC	BHIB	Re. PC Insurance 2018-19	email
24/11/2017	Isabel Clarke	HPC/ SCDC Jane Rodens	Planning Application DC.17/4847/FUL	email
24/11/2017	SALC	HPC	CEO Report for Coastal Area Mtg	email
24/11/2017	SALC	HPC	Weekly Info + Internal Audit details 2018	email
24/11/2017	Wdge ASB (Zoe Botten)	HPC	Minutes of Nov Mtg	email
24/11/2-17	Isabel Clarke	Clerk	Advising re DC.17/4847/FUL papers	email
28/11/2017	Cllrs/various	Clerk/Cllrs/various	Planning Applications ditto	email
23-29/11/17	Cllr Butters/Clerk	Clerk/Cllr Butters	Damage to Gas marker Low/Top Rd	email
28/11/2017	Isabel Clark (SCDC)	HPC/Cllrs	Planning Application DC/17/4969/PN3	email
28/29/11/17	Cllrs Button/Stafford	HPC Cllrs/Clerk	Information re. DC.17/4847/FUL	email

DATE	SENDER	RECIPIENT	SUBJECT	TYPE
28/11/2017	SCDC (Mandy Spurgeon)	HPC	Notification of Electoral Register request	email
29/11/2017	Emergency Planning Officer	HPC	Winter weather precautions	email
29/11/2107	Sizewell Stakeholder report	HPC	Report for SALC Coastal Area Mtg	email
30/11/2107	ANOB	HPC	Newsletter	email
30/11/2107	Cllrs/Clerk	Clerk/Cllrs	Planning App. . DC/17/4969/PN3	email
01/12/2017	Clerk	SCDC	Advising of correct contact for HPC	email
01/12/2017	Isabel Clark/SCDC	Clerk/Cllrs	Planning application DC/17/4734/FUL	email
01/12/2107	Clerk	Cllrs	Notice of ExtraO meeting	email
01/12/2017	Cllr Batley/Clerk	Clerk/Cllr Batley	Action on Grove Cottage Planning	email
04/12/2017	SALC	HPC	Survey re Falmouth Town Council	email
04/12/2107	SALC	HPC	Invitation to join SALC Board	email
05/12/2017	Isabel Clark/clerk	Clerk/Isabel	Docs for Planning app. DC/17/4734/FUL	email
05/12/2017	HPC/SALC	SALC/HPC	Registering Interest re. DPO (Data Prot)	email
05/12/2017	HPC (Clerk)	SALC	Response re Data Prot Services	email
06/12/2017	SALC	HPC	Invoice (Payroll Service)	email
06/12/2017	SARS (Suffolk ACC and Rescue)	HPC	Annual report	email
06/12/2017	SCDC Electoral Services	HPC	Electoral Register details	email
06/12/2017	Cllrs/Clerk/SALC	SALC/Cllrs/Clerk	Various re Data Protection registration	email
06/12/2017	SALC	HPC	Confirmation of Internal Audit registration	email
07/12/2017	SCDC Electoral Services	HPC	Password to access Electoral Register	email
07/12/2017	SALC Finance	HPC	Reply to Exempt status query	email
08/12/2017	SALC Admin	HPC	Weekly information Bulletin	email
09/12/2017	Clerk	Cllrs	Minutes of ExtraO. Meeting	email
09/12/2017	Clerk	Cllrs	Re. PC mtg item no 12. Planning Breach.	email
11/12/2107	SCC (Adam Hayes – Legal)	HPC	Emergency road Closure Shubbery lane	email
11/12/2017	HPC	SCDC(Planning)	Planning response Oak Tree Cottage	email
11/12/2017	HPC	SCDC(Planning)	Planning response Carpenters Shed	email
11/12/2017	HPC	SCDC(Planning)	Planning response Shimmings Lot	email

DATE	SENDER	RECIPIENT	SUBJECT	TYPE
11/12/2017	SALC	HPC	Cancellation of Coastal Area Meeting	email
12/12/2017	Playground Supplies	HPC	Information on Playground equipment	email
14/12/2017	SALC (Pensions Regulator)	HPC	Information re. Pensions Provision	email
14/12/2017	SALC (Payroll)	HPC	Clerk Payslip	email
14/12/2017	Clerk/Chairman	Chairman/Clerk	PC Magazine Copy	email
14/12/2017	CAS/Various	HPC	Information	email
15/12/2017	WI Publicity Officer	Clerk / Veronica	Re Noticeboard	email
16/12/2107	LCPAS	HPC	Newsletters	email
16/12/2017	Rural Services Network	HPC	Newsletters	email
17/12/2107	CAS	HPC	Information/Training Courses	email
19/12/2017	Cllrs/Clerk various	cllrs/Clerk various	Final Draft minutes- extraord mtg	email
19/12/2017	Stormsaver	HPC	Advertising circular (rain saving)	email
19/12/2017	Cllr Whyte	Clerk	Play area Inspection completed	email
19/12/2017	SCDC	HPC	MTFS budget session presentation	email
20/12/2017	SALC	HPC	Buckingham Palace Garden Party Invite	email
20/12/2017	SALC (NALC)	HPC	Gov proposals for 2018-19 finance settlem.	email
21/12/2017	ANOB newsletter	HPC	Monthly newsletter Dec. 2017	email
21/12/2017	Isabel Clark (Parishioner)	Clerk	Request for copy of Minutes (Nov Mtg)	email
21/12/2107	SCDC (planning)	HPC (via previous Clerk)	Planning App. DC/17/5068/FUL	letter
22/12/2017	Isabel Clark (Prev Clerk)	HPC	Ditto + Norse Invoices advice	email
22/12/2017	SALC	HPC	Legal Briefing NALC L10-17 Data P. O.	email
27/12/2017	HMRC	HPC	Changes to VAT reclaim system	letter
28/12/2017	SCC (Legal dept)	HPC	Changes to Road Closure notifications	email
30/12/2017	Clerk	Isabel Clark	Reply to request for Minutes	email
30/12/2-17	Clerk (HPC)	SCDC (Planning-Jane Roden)	Confirmation of tel Call to SCDC re. 5068	email
30/12/2017	Various organisation	HPC	Newsletters various	email

<u>DATE</u>	<u>SENDER</u>	<u>RECIPIENT</u>	<u>SUBJECT</u>	<u>TYPE</u>
03/01/2018	Cllr Hunter(Tree Quote)	All Cllrs	Quote for Tree Maintenance work	email
03/01/2018	SALC	HPC	Information on Cemeteries (cremations)	email
03/01/2018	SALC	Clerk	Info on working from Home allowance	email
04/01/2018	Pensions Reg.	Clerk (Chair)	Acknowledgement of submission	email
