

# Council project and priorities

12 May 2024

## OVERVIEW

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Sandford St Martin Parish Council has a number of active and proposed projects, and may agree to undertake new projects.

Council needs to agree which active projects to continue, any new projects it wishes to undertake, and the priority order of these.

## CLERK HOURS AND WORKLOAD

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The Clerk is employed for 18 hours per month. Allowing for annual leave the Clerk has 15 ½ hours of working time available per month.

The 2013 SLCC working time survey stated that for a small council with no functions or services the minimum time required for the Clerk's position was 17.5 hours per month.

The Clerk has worked more than 18 hours during 8 months in the past year, and has carried over 18 hours holiday from the previous year to the current one.

## COUNCIL DECISIONS

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- Which active projects to continue
- Whether to undertake any new projects
- The priority of all projects