

Progress Report – Finance and Corporate Governance Committee

Item	Progress
Health and Safety	Meeting held with H&S Officer to discuss PPE All new risk assessments being cross referenced with appropriate PPE completed in new format. Still awaiting response ref Town Hall flagpoles
Training	Planning Training organised on 17.10.23 at 14.00
AGAR	Completed
Staff Training	Clerk to attend Fire Warden Training on 1.11.23 Groundsman refresher courses for equipment deferred to Winter 24 due to guidelines that refreshers are needed every 5 years Training licences to enable staff to access Shropshire Council's learning portal received. Finance and Project assistant compiling a list of suitable courses for distribution to all staff
VAT	2nd Quarter VAT claim to be submitted
GDPR	Staff continue to work to principals of GDPR.
Office 365	Sharepoint is up and running for councillors to access files should they wish to receive them this way
CCLA Property Fund	Not currently required as deposit made with Nationwide
Cyber policy	Deferred.