

In what has been a challenging year for us all it has helped to focus the role of the secretary and what value the role can add to the community council. I would suggest that I compile a process document of what needs to be done and when so that when there is a new secretary there can be a smooth transition and whilst everyone will bring their own particular style there are some things which will need to be completed the same.

Without staying too much into the Engagement officer report the largest challenge this past year has been how to run meetings in an online environment so that decisions could be made and also that they can be as inclusive as possible. Whilst I do recognise that this will mean some people will miss out on the actual meetings I would hope that detailed minutes allow those that were unable to join to understand what was discussed and why decisions could be made. We shall continue to conduct meetings using MS Teams whilst restrictions on meetings remain in place. It would also be useful to explore if people would find this a useful tool in addition to physical meetings in the future.

A huge thank you to Lee and Miranda for helping me through the initial months (and beyond) in regards answering queries and confirming what I should be doing.

Thank you to all members of the Community Council for your work and expertise in all areas this year, particularly in the planning and place-making areas, both of which are still a foreign land to me.

Thank you to Ruth Wallace who has had to step down from PCC due to her moving away from the area, we all wish you well with the move and your future.

A final thank you to members of the public who have been patient with me whilst I figured out the role and have also helped with suggestions to make meetings, consultations and communication better. Please keep suggestions coming in as constructive feedback is always welcome.