

# Full Council Action List

## Nov 2020 (post Meeting)

| Actions from Most Recent Meeting (To Be Discussed)                               | Comment   |
|--|---|
| Georgewood Road update (yellow lines enquiry)                                    | Clerk to email and update Council                   |
| Budgets with reworked magazine figures   | Cllr Cobb to advise clerk                           |
| Awaiting Further Updates (ONGOING to Be Discussed)                               |   |
| Photo Authorisation form required (to accompany RA)                              | LB  |
| Borough Councillor Actions   |   |
| Fly Tipping (Red Lion Lane car park) Lindens/Cress Nikki to search land registry | JM (Borough) to contact (Mar)                       |
| CCTV Upgrade costings @ The Denes  | JM (Borough) ongoing with DBC                       |
| The Denes Signage (CCTV /Fly Tipping etc)  | JM (Borough) ongoing                                |
| JM to contact Steve Barnes re: ticket meter. (ongoing)                           | JM (Borough) ongoing                                |
| Gulleys @ The Denes  | JM (Borough) ongoing                                |
| Steps (Georgewood)   | JM (Borough) ongoing                                |
| Litter Bunkers Lane  | JM to report to clean safe and green                |
| County Councillor Actions  |   |
| Georgewood Road yellow lines enquiry   | Clerk to email                                      |
| Verges awaiting council consensus  | Clerk to update HCC officer and C/Cllr              |
| Clerk Actions (Most Recent Meeting Information Only)                             | In addition to standard duties                      |
| Minutes to website for Oct   |   |
| Draft Nov Minutes  |   |
| Draft and submit planning comments for Nov x3                                    |   |
| Budgets/quarterly figures update magazine costs                                  |   |
| Update action list   |   |
| Send meeting queries to Highways Officer and C/Cllr Howard                       |   |
| Arrange for monthly payments to be made  |   |
| Key pension return   |   |
| Arrange for Cllr Berkeley and Cllr Bayley/Cllr Maddern to sign fin docs          |   |
| Arrange for Cllr Bayley to sign off all remote documents                         |   |
| Investigate PAYE query   |   |
| Investigate Investment options   | Clerk to open account once online banking resolved. |
| Investigate warden phone   |   |
| Check clerk phone contract   |   |
| Chase Joe Guiton re verge hardening  |   |
| Query-Rob Cassidy Re playpark history  | Referred to another officer                         |
| Check papers in garage for archives  |   |
| LB contacted Luke Johnson, re: tree survey in Highbarns.                         | Clerk taking over, chaser email sent Aug 2020       |
| Gate (Bunkers Park)  | Chased quote 22/10                                  |

|   |  |
|---|--|
| Add addendum to clerk contract with payroll dates                           |  |
| <b>Clerk ongoing actions (longer term)</b>                                  |  |
| NatWest online banking  | In progress  |
| Investigate Accessibility report/EU reference                               | Ongoing working through plan                                   |
| Investigate audit comments and historic comments too                        | Ongoing  |
| Update RA to consider latest Coronavirus recommendations                    | Clerk to create separate Covid-19 RA and to update existing RA |
| <b>Long Term Actions No Immediate Resolution (Reminders)</b>                |  |
| Costed plan from Sunnyside to be obtained once permissions re land recd.    | SR, on hold  |
| All councillors to continue to report unauthorised banners within NM to JM. | ALL  |
| Willow Trees  | JM in progress but leave on until planted                      |
| Garage Clear out/archiving  | Clerk  |
| Projector screen  | JM   |
| War Memorial (status review before handover)                                |  |