

# Full Council Action List

Dec 2020 (post Meeting)

Actions from Most Recent Meeting <b>(To Be Discussed)</b>	Comment
Working Group to formulate local plan responses for January agenda.	
Awaiting Further Updates <b>(ONGOING to Be Discussed)</b>	
Photo Authorisation form required (to accompany RA)	LB
Borough Councillor Actions	
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 (agenda item January)
Litter Bunkers Lane	JM to report to clean safe and green
County Councillor Actions	
Clerk Actions (Most Recent Meeting Information Only)	In addition to standard duties
Minutes to website for Nov	
Liaise with HCC/DBC re verges works (check precise locations)	
Liaise with HCC re SID and clarity re Bunkers Lane	
Contact DBC/HCC for Defib permissions	
Draft Dec Minutes	
Update Fin Regs with adoption date/upload to website	
Update master policy sheet on file and on website.	
Update Working Group list	
Draft and submit planning comments for Dec x3	
Update action list	
Vire monies	
Earmark funds for SIDS	
Note ongoing budget indications for SIDS	
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	

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) arrange sign re closing gate	
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)	