

Report to Nash Mills Parish Council

Working Group Name	Business Planning
Meeting Held (Date)	1 November 2023
Present at Meetings	Michele Berkeley Jamie Kitson Nicola Cobb Alan Briggs Steve Roberts (Chair and Reporting)
Apologies (both meetings)	Lisa Bailey Grant Kennedy Nikki Bugden Alex Bailes
Agenda Items for Resolution/Decisions Needed <i>Please list each point requiring a decision separately for inclusion on the agenda.</i> <i>Please note items not included on the agenda cannot be approved.</i>	<ul style="list-style-type: none"> • To receive the report and to determine any actions arising from the recommendations of the working group as detailed in the planner • To consider the setting up of new working groups and to determine the membership. • To resolve that the Clerk can start or continue to progress items marked accordingly on the activity list. • To consider disbanding the IT working group.
Spending Level Requiring Authorisation	Not applicable at this stage
Quotes Circulated (if required)	
Relevant Powers to Spend (if spending approval needed) <i>Please liaise with Clerk if guidance required.</i>	
Policies Needed? Existing or New? <i>Please liaise with Clerk if guidance required.</i>	
Risk Assessment Needed? Existing or New? <i>Please liaise with Clerk if guidance required.</i>	
Notes / Other Items Supporting Above	The spreadsheet listing activities is available in SharePoint here .

Summary of Meeting

- Every item on the planner was reviewed and next steps recommended.
- Proposed activities were identified against the new working groups to take forward.
- Recommendation that Borough Councillor, via the Clerk, provide monthly updates on activities on which she is taking forward action with DBC or HCC.
- Activity planner updated following meeting.

Next steps

- Subject to the actions on the planner being approved, further discussion required on items remaining with this working group.
- Prepare agenda item for January council meeting re Library Box at the Denes.
- Agree date for walkaround the parish.
- Agree date for next meeting.