

Clerks Report

Date of Council meeting	Minute Ref: Reason	Action Owner	Request	Log	Current Status - RAG 0-3 mths Green 3-6 mths Amber Over 6 mths Red Over 1 year Purple	Time Taken Months
18/07/2023	057/23	Councillors	Parish Notice Boards	031024: Works have commenced on premises - Further chaser email sent 171024: Pullen Associates have responded stating they are reviewing options 180325: Building works complete - Chemist open	Ongoing	
18/06/2024	036/24	Clerk	HALC Membership	131124: Further chaser sent via website 091224: Further chaser email sent and website enquiry submitted on 121224 171224: Spoke to NALC who are now progressing the query	Ongoing	
15/10/2024	087/24	Clerk	Business Continuity	Recommendation: That the Clerk adds a guide for the administration process of the Council to the Security Information held by the Chair in accordance with Financial Regulation 2.7 171224: Clerks guide commenced	Ongoing	
19/11/2024	106/24	Clerk	Purchase allotment machinery	070225: Mowers are ready for delivery, hedge trimmer will be a few more days. Mower shed needs to be repaired prior to accepting machinery. Clerk progressing repairs 270225: Garden machinery delivered and shed repairs complete	Complete	
19/11/2024	107/24	Clerk	Allotment Hedge cut	101224: Postponed as ground is too wet to work. 140125: HW have recommended hedge cutting 140225: Works appear complete	Complete	
19/12/2024	118/24	Clerk	Bus Route 61	Recommendation: The Clerk liaise with neighbouring Clerks regarding Bus route 61. 090125: Following liaison with clerks from parishes along Route 61 all awaiting an update from HCC Cllr Bowerman. 230125: Stage Coach have stated that the service will continue until September	Ongoing	
19/12/2024	121/24	Clerk	Uneven Paving outside Church	090125: There are several owners to land, to identify which owner/s are responsible for broken slabs. 300125: Reported on Fixmystreet 180225: Advised no further action will be taken	Complete	

18/02/2025	160/24	Clerk	VE Day	RESOLVED: That the 80th Anniversary of Victory in Europe Day on Thursday 8 May 2025 is celebrated 140325: RMC Community hall booked for event 120425: Poppies and pins ordered	Ongoing	
18/02/2025	158/24	Clerk	Community Governance Review	RESOLVED: That a Community Governance Review is undertaken 260325: Attended Admin Committee, EBC approve to progress CGR 100425: Final version of leaflet received and consultation commences 14/04/2025	Ongoing	
18/02/2025	157/24	Clerk	Asset Transfers	RESOLVED: That in principle the assets will be considered when the complete information is made available. The council will not accept any highways or infrastructure assets. 180225: Monthly meetings scheduled with EBC 190225: Commence research of Land Registry Titles 080425: Responded to EBC re Titles, requesting further information	Ongoing	