

Red - not started
Amber - in progress
Green - completed

Actions arising from previous Council meetings

	Date	Minute Reference	Resolution/Action to carry out	Proposer	Seconder	Vote	Abstention	Cost	Cost Code	Officer Leading	Councillor Leading	Action	Progress	Completed / Date
			Commence the new bin consultation to 32 houses near Cagney Drive and Cooper Fields and a installation of a new bin (already in stock) to be out in Mission Hill.	N/A	N/A	N/A	N/A	N/A	N/A	DH	Richard Halstone	Commence consultation and install bin.		Unknown update - review at POS in October
POS	03.09.24	POS 041		N/A	N/A	N/A	N/A	N/A	N/A	LC	Richard Halstone	Provide a weed survey report to F&P or FC in September 2024.		31.10.24
POS	03.09.24	POS 042	Weed Survey report for F&P or FC Sep 24	N/A	N/A	N/A	N/A	N/A	N/A	DH	Richard Halstone	Head of POS to confirm if the waiting list at Tadpole is comprised of parish residents		30.09.24
POS	03.09.24	POS 044A	Establish the waiting list for Leisure Gardens at Tadpole and that they are Parish residents	N/A	N/A	N/A	N/A	N/A	N/A	DH	Richard Halstone	Head of POS to send all plot holders a list of actions that have been completed from last years annual meeting		30.09.24
POS	03.09.24	POS 044A	Last years minutes had actions from the annual plot holders meetings have they been fulfilled	N/A	N/A	N/A	N/A	N/A	N/A	DH	Richard Halstone	Deputy Clerk and Head of POS to consider the site of the parking at either the existing location of at the bottom of the site and bring a proposal with options to the November meeting		Reallocate task in view of DH leaving
POS	03.09.24	POS 044A	Tenants have raised concerns about the unsuitability of the car parking at Vennor, look at existing site or changing the location	N/A	N/A	N/A	N/A	N/A	N/A	LC/JW	Richard Halstone	Rubbish at Goodstart by the GMP is becoming a dumping ground - remove		30.09.24
POS	03.09.24	POS 044A	Rubbish at Goodstart by the GMP is becoming a dumping ground - remove	N/A	N/A	N/A	N/A	N/A	N/A	DH	Richard Halstone	Not allow any advertising of any sort in or around the Leisure Gardens		30.09.24
POS	03.09.24	POS 044A	Not allow any advertising of any sort in or around the Leisure Gardens	N/A	N/A	N/A	N/A	N/A	N/A	DH/JF	Richard Halstone	Inform plot holders of the Committees decision		30.09.24
POS	03.09.24	POS 044B	To increase the Leisure Garden rents by 3% (rounded to the nearest pound) as presented and to reject the recommendation to include a £2 admin fee for tenants who have not supplied an email address for correspondence	Vinay Manro	Steve Heyes	Agreed	2 Abstentions	N/A	N/A	LC	Richard Halstone	Deputy Clerk to re-evaluate the RBS allotment software as part of the budget setting exercise and report in the November meeting		30.09.24 part completed, LC still to review RBS package with JS/JF
POS	03.09.24	POS 45B	Shrub bed regeneration to be reviewed	N/A	N/A	N/A	N/A	N/A	N/A	AN/JW	Richard Halstone	Head of POS to provide an update at the next committee meeting		
POS	03.09.24	POS 045C	To look at reducing the hedge and shrub beds growing against play areas and establish who is responsible for the maintenance on the walkways at Seven Fields	N/A	N/A	N/A	N/A	N/A	N/A	JW/P&P	Richard Halstone	Head of POS to provide an update at the next committee meeting		
POS	03.09.24	POS 047	Set up a working party meeting asap and forward ideas if Community Development in October, LWG, Bowers, trees and bulbs	N/A	N/A	N/A	N/A	N/A	N/A	LC	Richard Halstone	Head of POS and Deputy Clerk to draft letter to include the safety of children being a priority to the parish with clearly marked maps for the consultation to commence Autumn 2024 and head of POS to confirm if the Parish is responsible for the maintenance on the walk ways at Seven Fields		30.09.24 - revisit in spring/summer, consensus was not to plant this autumn/winter due to lack of planning and resources.
POS	03.09.24	POS 050	Financial audits required for vehicles, machinery, contractor delivery, lease vs purchase	N/A	N/A	N/A	N/A	N/A	N/A	LC/DH/JS/GMD	Richard Halstone	Deputy Clerk to arrange the wildflowers, trees and bulbs working party meeting and circulate the previous big bulb planting information to build on for 2024 - take to CD committee October 2024	Met with DH and JW to commence and discuss the needs for 24/25. Both to source suppliers.	31.10.24
POS	05.11.24	POS 057	The public raised the issue of waste on Alfers way, they are aware it's a SBC issue but need assistance to push forward	N/A	N/A	N/A	N/A	N/A	N/A	LC/JW/AN	Richard Halstone	Financial audits required for vehicles, machinery, contractor delivery, lease vs purchase		
POS	05.11.24	POS 057	Public attended to advise that cats are being attacked by dogs off leads they requested new signage to request dogs owners keep their animals under control	N/A	N/A	N/A	N/A	N/A	N/A	LC	Richard Halstone	Escalate from the HWPC office into SBC		
POS	05.11.24	POS 057	The public advised committee of a banned driver driving on the public paths, this has been reported to the police however the people involved have removed part of a hedge to allow the car to have access to the footpath	N/A	N/A	N/A	N/A	N/A	N/A	LC/AN	Richard Halstone	HWPC to ask SBC dog wardens to patrol the area for a trial period to see if this assists with the problem		
POS	05.11.24	POS 061	The public advised committee of a banned driver driving on the public paths, this has been reported to the police however the people involved have removed part of a hedge to allow the car to have access to the footpath	N/A	N/A	N/A	N/A	N/A	N/A	LC/AN	Richard Halstone	AN to attend site and assess the hedge and HWPC officers to escalate to SBC Ward Councillors and assist the family		
POS	05.11.24	POS 064	The schedules for maintenance in the Parish are to be updated and published widely	N/A	N/A	N/A	N/A	N/A	N/A	AN/JW	Richard Halstone	Head groundsmen and Facility Manager to update schedules		
POS	05.11.24	POS 064	Chr Halstone raised the concern of the leaves across the Parish	N/A	N/A	N/A	N/A	N/A	N/A	JW	Richard Halstone	HWPC officers to publish to the public		
POS	05.11.24	POS 065	Work on the Sensory will be delayed until the GMP is in final phases to maintain and keep tidy	N/A	N/A	N/A	N/A	N/A	N/A	JW	Steve Heyes	JW to consider recycling some of the leaves in the allotments as mulch		Car park already laid so will delay work until spring
POS	05.11.24	POS 068	Working Party aspirations for an outdoor gym and the Brookfield Play Area to be resurfaced along with an outdoor gym	Steve Heyes	Vinay Manro	Unanimous	N/A	£30k / £30k	N/A	LC	Richard Halstone	JW to ask the contractors if they would allow use of there disposal	P&P to arrange quotations	
POS	05.11.24	POS 071	Clarification on the transfer of monies from Ear to Merks Reserves	N/A	N/A	N/A	N/A	N/A	N/A	GMD	Richard Halstone	Officers to set up a 'request for quotation' meeting with a chosen supplier to get some costs for budget setting		
POS	05.11.24	POS 075	Committee received the weed spraying report and after much discussion agreed to recommend to FC a budget aspiration for £37,500.00 for three years applications	Steve Heyes	Leanne Stevenson	Unanimous	N/A	N/A	N/A	LC	Richard Halstone	Chief officer to circulate the balances of EMR to Cllr Worman		
POS	05.11.24	POS 076	Tree Survey commissioned	Vinay Manro	John Jackson	Unanimous	N/A	£6,365.00	4301/307	LC	Richard Halstone	Recommend to FC to submit a budget aspiration for £37,500.00 for three weed spraying applications in 2025/2026		
												To accept the quotation from Cotsworld Tree Surgeons to conduct the 2025-2030 Tree Survey at a cost of £6365.00 to be met from 4301/307		