

AGENDA ITEM	ACTION REQUIRED	BY WHOM	PROGRESS	DATE CLOSED
20/109	To investigate the absence of S106 agreement for the Heathers development behind The Wheatsheaf and to compare how Braintree District Council treats S106 funds versus how Chelmsford City Council treats Community Infrastructure Levy (CIL) funds.	District Councillors Bebb and Dervish		
20/112	To research seed planting grants for the duck pond, along with bat box funding.	Clerk		
20/112	To cost the proposal and present to the Parish Council.	Councillors Wallace and Elliston	Work specification created; quotes requested by Clerk on 18/11/20. Deadline for quotes noon on 7/11/20 for consideration at December meeting.	07/12/2020
20/113	To write again to land owner to request reduction in fence height for safety.	Clerk	Letter sent.	30/11/2020
20/115	To investigate potential sites for a second community defibrillator.	Clerk and Councillors	December agenda item to discuss whether to purchase the unit now and decide on location later.	07/12/2020
20/50	To investigate the purchase of a brush cutter and associated PPE and training.	Cllr Munt	Waiting for response from Essex County Council.	
19/168	To circulate the land transfer documents for the community park to all Councillors.	Clerk	Transfer documents held on record are pre-transfer. Solicitor emailed to request final copy and chased.	
19/81	Look into the various options for a youth service provision in HP and make recommendations to full Council.	Sport and Recreation Advisory Group	Suspended until advisory group can meet.	Suspended
19/87	Look into the provision of LED lighting during the next 12 months (by February 2020).	Clerk	Interest free loan researched. Quotes yet to be obtained. Delayed while Clerk dealing with damaged streetlight replacement. Deadline extended by six months.	
19/91	Put together a Man Shed project plan, including costings, and report back to full PC at future date.	Sport and Recreation Advisory Group	Suspended until advisory group can meet.	Suspended

Shading denotes matters arising from previous meetings.  
Unshaded area denotes matters arising from last meeting.