

| AGENDA ITEM | ACTION REQUIRED  | BY WHOM                               | PROGRESS   | DATE CLOSED |
|-------------|--|---------------------------------------|--|-------------|
| 20/131      | To research the cost of purchasing a Royal British Legion 'Tommy' silhouette in preparation for the 2021 Remembrance Day commemorations.   | Clerk                                 |  |             |
| 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 | Councillor Wallace confirmed rule change - now 10 or more properties. Second item outstanding.   |             |
| 20/112      | To research seed planting grants for the duck pond, along with bat box funding.  | Clerk                                 |  |             |
| 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 ( <b>by February 2020</b> ).   | 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.