

AGENDA ITEM	ACTION REQUIRED	BY WHOM	PROGRESS	DATE CLOSED
20/63	Discuss queries raised relating to tree warden.	Environment Advisory Group		
20/66	To formulate and approve a Training Agreement for the Clerk's training course.	Personnel Committee members	Draft agreement emailed to members on 10/9/20.	
20/69	To look into the ownership of a strip of the coffin path.	Parish Paths Representative		
20/69	To cost the duck pond project and present to the Parish Council at a future meeting.	Designated group of Councillors		
20/71	To obtain quotes for levelling of the area of the Community Park to be fenced.	Clerk and Cllr Renow	First site visit arranged on 11/9/20. Final site visit due early October. Quotes will be presented to November meeting.	
20/50	To investigate the purchase of a brush cutter and associated PPE and training.	Cllr Munt		
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.	
19/124	To look into tree warden options.	Clerk	Current tree warden wishes to continue in role. Discussion on appointing second warden on October agenda.	05/10/2020
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.	
19/87	Look into the provision of LED lighting during the next 12 months (by August 2020).	Clerk	Interest free loan researched. Quotes yet to be obtained.	
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.	

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