

AGENDA ITEM	ACTION REQUIRED	BY WHOM	PROGRESS	DATE CLOSED
19/164	To apply for a free website using the Voice platform.	Clerk	Website application accepted. Clerk in process of creating new website and uploading information.	20/12/2019
19/166	To update and circulate the Open Spaces Action Plan in preparation for approval at the January meeting.	Cllr Wallace	Circulated with agenda.	08/01/2020
19/168	To write to the owners of Willowmead Nursing Home requesting the removal of debris on the community park.	Clerk	Letter sent.	05/12/2019
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.	
19/169	To seek advice from various sources in relation to loss and damage insurance for the Hadfelda Square Car Park.	Clerk	Advice sought from NEPP and BDC. Yet to contact Coggeshall PC re their action. Discussion will be an agenda item in February.	
19/171	To write to Greater Anglia to express concerns re the afternoon closure of the station ticket office.	Clerk	Letter sent to GA and copied to Priti Patel MP. Response received from Priti Patel, but no response from GA, other than through MP.	08/01/2020
19/174	To check on decision notice for Sorrells Field development regarding road cleaning conditions.	Clerk	Member of the public contacted. Braintree District Council planning dept has been in contact with Countryside. No further concerns raised.	05/12/2019
19/141	To write to Highways England to express concerns re A12 scheme.	Clerk	Letter sent.	18/12/2019
19/141	To write to the owners of Universal Garage regarding the condition of the building.	Clerk		
19/149	To write to Friends of the Flitch Way to offer thanks.	Clerk	Letter sent.	18/12/2019
19/151	To look into possible discount if purchasing 2 or 3 bins.	Clerk	Discount offered. EAG to discuss amount needed for confirmation at February meeting.	
19/124	To look into tree warden options.	Clerk		
19/107	Raise electricity pole issue with Derrick Louis at next monthly meeting.	Clerk and Chairman	No meeting as yet.	
19/107	To put together a proposal for the electricity pole removal and reinstatement for the November meeting.	Traffic Advisory Group and Clerk	Not ready for the November meeting due to TAG not being able to meet. Please also see 19/107 above.	
19/112	Make enquiries to Derrick Louis, Scouts, Girl Guides, British Legion and Church for a co-ordinated VE day event.	Clerk		
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		
19/87	Look into the provision of LED lighting during the next 12 months (by August 2020).	Clerk		
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		

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