

AGENDA ITEM	ACTION REQUIRED	BY WHOM	PROGRESS	DATE CLOSED
21/161	To send projects for inclusion, deletion or amendment on the Open Spaces Action Plan via email to Councillor Diane Wallace	All Councillors	Closing date for OSAP submission is 28th January.	28/01/2022
21/161	To discuss the request from the Football Club regarding additional maintenance at the KBMG site.	Environment Advisory Group	Discussed at the meeting on 17th January.	
21/163	To put together a more detailed specification for potential slope works at the KBMG, with assistance from a civil engineer.	Clerk	Councillor Weale has requested a meeting to review the KBMG Risk Assessment which is scheduled to take place on Monday 31st January. Following this discussion, further work will be carried out towards creating a specification.	
21/164	To organise a meeting between the Allotment Association and Councillors Munt, Wallace and Broddle.	Clerk	Meeting held via Teams on 25th January.	25/01/2022
21/119(b)	To investigate a 'Sponsorship Policy' for adoption by the Council.	Office		
21/125	To investigate the Bawtrees LLP complaints process and instigate it.	Office	On hold as communications ongoing with solicitor.	
21/47	To apply to Braintree District Council for a variation of conditions to allow tree planting on the community land at Stonepath Meadow.	Clerk and NDP Team	On hold as awaiting registration of land with the Land Registry. Been made aware of significant delays at the LR.	
21/50	To produce a vision plan for the KBMG site for agreement by the Parish Council.	KBMG Liaison Group	Councillors Weale, Greaves and Knightbridge offered support. Councillor Wallace offered support in relation to S106 contributions. Meeting with Braintree District Council via Teams on 25th November regarding 106 contributions. Meeting of S106 Working Party scheduled for 19th January.	
20/205	To investigate additional fencing to help prevent members of the public from entering the water area within the fencing.	Clerk and Councillor Greaves		
20/208	To scope out works at the Village Hall car park for presenting to the Parish Council at a future date.	Councillors Weale, Greaves and Shaw	A project proposal will be formulated for the December Parish Council meeting.	
20/109	To compare how Braintree District Council treats S106 funds versus how Chelmsford City Council treats Community Infrastructure Levy (CIL) funds.	District Councillors Dervish and White	District Councillor Dervish to raise this with Braintree District Council after the budget discussions are completed. The Parish Council to discuss the matter further at the January meeting.	
19/168	To circulate the land transfer documents for the community park to all Councillors.	Clerk	Clerk and Councillor Wallace in regular contact with solicitor and Land Registry. Matter in hand, but remains pending.	
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.	Clerk	Identified project for investigation in 2022. Note: Salix no longer offering LED lighting funding.	
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 outstanding matters arising from previous meetings. Unshaded area denotes matters arising from last meeting.