

Full Council Action List

September 2024 (post meeting) updated 26/9/24

Please note these actions are reviewed by the clerk monthly (as a minimum) and updated accordingly

Cllr Actions from Most Recent Meetings	Comment	
Awaiting Further Updates items in red have been outstanding for more than 3 months		
Cllr Cobb to liaise with Cllr Kennedy re FB		
Cllr Cobb to liaise with Cllr Roberts re PC mag planning.	In progress	
Cllr Cobb to liaise with Cllr Bailes re magazine pricing.		
Cllr Kitson-Website working group	Clerk requested that this be looked at after end June 2024	
Cllr Kennedy- Events working group	Clerk has received no notification of any wg meetings	
Cllr Roberts- Business working group-2 items handed back to WG (Gardens & Environment/Good Neighbour)	clerk emailed details 18/3.	Clerk and Cllr Roberts meeting Sept 2024 See agenda item Oct 24
Clerk Actions (Most Recent Meetings for Information Only)	In addition to standard duties	
2 o/s emails re Cllr interest forms	9	Still waiting for a cllr to return-will report to monitoring officer if not received
Load all interest forms to website		
Bank rec end Sept	Actioned	
Submit planning comments x1	Actioned	
Add minutes and draft minutes to website	Actioned	
Work though items on business planning spreadsheet		ONGOING - MEETING HELD WITH WG LEAD
Trees -send historic emails from DBC across to B/Cllr -emails to be provided by LB	Actioned 17/9	
Register for CPRE membership	Actioned an paid 26/9/2024	
Ensure Cllr Cobb undertakes internal controls scrutiny	Chase Cllr cobb	
Send questions across to foodbank	Email sent 17/9 3/10/24 TSILL NO RESPONSE	
Diversion signs on Georgewood Rd, send request for removal	Reported online 17/9/2024 Your reference number is: 401004340101	

Ask NM school to cut back brambles from their grounds that are climbing over bus stop	Action, school confirmed works carried out 17/9/24	
Obtain installation costs for library box	Process sent to WG lead. Meeting contractor onsite. 26/9 3/10/24 quote chased	
Add verges to Oct agenda	Actioned	17/9 Amended as no quorum available. Add to Nov meeting
Send response to DBC consultation on warden grant.	Actioned	
NMVHA open day-liaise with Cllrs Cobb & Bailes re posters	Actioned	
Move agenda item -project updates-to Oct agenda	Actioned	
Breakfast at AH school (collate dates)	Email sent to AH 17/9 to request dates.	
Liaise with DBC for playpark permissions (see separate plan)	Awaiting outcome re lease-oct agenda item	
Chase bin relocation (Georgewood)	Chased	DBC have confirmed that this is not deemed a priority action so will be done but no timeframe will be given. Clerk suggestion leave on action list until completed.
Contact new 'cover' PCSO	Tried/no response	B/Cllr to take forward DBC community safety officer joining Oct meeting
Write to AH school formally re lease	Actioned, waiting for response.	Leave on until response received.
Write to all agencies and developer re memorial garden	Actioned. DBC and developer still in dispute	16/9/24 all parties have responded to DBC, DBC contesting responsibilities. Clerk advice leave on AL until resolved.
Set up 2-factor authentication	AB actioned	Cllrs to book appt with clerk to action.
Clerk ongoing actions (longer term)		
Community Outreach -make initial contact	Emailed 20/5, 11/8 waiting for alternative contacts details from LB	

Find details of landowner re mailbox	Outstanding-emailed previous shop owner awaiting response Chased, no response, try alternative route Unable to locate landowner Registering with Land registry update council at next meeting Proforma sent to royal mail 26/9/24	Complete 2 x proformas for mailbox	Outstand
Long Term Actions No Immediate Resolution (Reminders)			
Write to all agencies and developer re memorial garden	Actioned. DBC and developer still in dispute	16/9/24 all parties have responded to DBC, DBC contesting responsibilities. Clerk advice leave on AL until resolved.	
Borough Councillor Actions/ County Councillor Actions			
The Denes enforcement/blocking of spaces at rear - investigating	Oct 23	There appear to be no restrictions at rear of shops therefore no enforcement available. Clerk removing from action list (AL) after Oct meeting	
Fly Tipping-escalation re certain names and addresses being found in numerous bags on numerous occasions at various locations within Nash Mills	Oct 23	Chased April 24 Update Aug 24 JM has approached enforcement and DBC re the unadopted land. More fly tipping (with addresses) reported. Clerk removing from action list after Oct meeting	
Georgewood Steps-query/complaint re workmanship and condition. Query re lighting	Sept 23 Email forwarded to HCC for investigation Jan 23 Chased for response 15/2/2023 Chased Cllr to chase DBC 18/3/24 Chased FOI 13/5/2024 June 2024 survey conducted, and contractor instructed	NMPC to submit a FOI request to see the report (April 24) Actioned chased response 7/5/2024 Chased surveyor 11/8/24 Updates Sept 24 bringing back to NMPC agenda for discussion for update re pricing. Patching priced can NMPC afford to pay difference for full resurface? . Leave on AL until resolved	
S106 Teal Way/Willows fence/Osprey Close	Chased Sept 24	12/9 Chased B/ Cllr re outstanding queries on this.	

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Clerk additional reminders		
Finance meetings Scheduling	Check dates with GK, EMAIL SENT AUG 24 (Tuesday)	Clerk awaiting response from GK

	monthly -prior to meeting? time?)	Chased again Aug 24 Chased Sept 24
Take all Sept docs for signing to Oct meeting		

Playpark WG actions (see report for full details)

Waiting for outcome of lease negotiations.

Item	Responses
Nature / Woodland trail	
Entrance Sign	
Gates	
1 Bay 2 Seat Cradle Swing	
Resi-PD survey	Post lease renewal
Football Goal	

Assets WG Actions

SUMMARY OF PROJECTS

Cost *estimates* shown.

Project Code	Description	Material	Installation	Other	Permissions/Responses
202405-AW-01	Chambersbury Lane - SIGN			DBC	
202405-AW-02	Highbarns – PRUNE OVERHANGING TREES			DBC	Email to trees and woodlands 20/6/24 HCC responsibility. JM emailed 31/7/2024 to support
202405-AW-03	Highbarns temporary METAL FENCING			-	Email to JM 20/6/24-DBC have confirmed they will remove
202405-AW-04	East Green – PRUNE OVERHANGING TREES			DBC	Email to trees and woodlands 20/6/24 HCC responsibility. JM emailed 31/7/2024 to support
202405-AW-05	East Green – ROADSIDE VERGE			VERGE PROJECT	
202405-AW-06	Georgewood Road – WATER MAIN SIGN			-	Email to JM 20/6/24, Affinity responsibility - email to affinity 11/8/2024
202405-AW-07	Georgewood Road – NEW TREES	£ -	?		Email to trees and woodlands 20/6/24 HCC responsibility. JM emailed 31/7/2024 to support
202405-AW-08	Nash Green / East Green – SEATING BENCH	£ 600	£ 340		Email to RC 20/06/2024 chased 1/10/24 Chased 23/7/2024 DBC team at capacity atm with new playground installations/refurbishments so delay in works/responses. Installation costs have increased since previous works. Will chase end Aug 2024 (diarise)
202405-AW-09	The Park – 119/201 Chambersbury Lane – PICNIC BENCH	£ 1,000	£ 340		Email to RC 20/06/2024 See above

202405-AW-10	Chambersbury Lane – SEATING BENCH				Email to RC 20/06/2024 <i>See above</i>
	OR	£ 600	£ 340		
202405-AW-11	Market Oak Lane and Chaffinches Green Junction – SEATING BENCH				Email to RC 20/06/2024 <i>See above</i>
202405-AW-12	Market Oak Lane and Chaffinches Green Junction – ROADSIDE VERGE			VERGE PROJECT	
202405-AW-13	Barnacres Road Play Park – LITTER BIN			Not in Parish	Chased DBC, waiting for response.

It should also be noted that Council has previously identified the Bunkers Lane play park as a potential location for bench(es) and a bin. Funds will need to be earmarked for these projects in the event that the lease issues are resolved.