

Action Table		
Action	Responsible	Done?
Matters Arising:		
Produce Action Table and e-mail to Councillors	The Clerk	✓
Selected Parish Council magazine articles to be posted on Facebook	Chair & Bryony	
Letter to be left for Mill Cottage owners	The Clerk	
Ongoing discussion with resident re War Memorial garden plan	Tom	
To consider grassing down/sheeting over vacant allotment	Chair & Peter	
Footpaths & Highways:		
Report state of Honeycliffe to Rights of Way – warning signs needed	The Clerk	
Speak to resident who complained about verges	The Chair	
Check Hincombe Hill grit bin	Chair & Peter	✓
Report Hincombe Hill grit bin	The Clerk	
Enhanced Highway Maintenance on next Agenda	The Clerk	
Contact Highway Engineer re costs of speed survey and other options	The Clerk	
History of speeding issues in parish magazine	The Clerk	✓
Advice from PCSO re speeding and Kale Street parties	The Chair	
Playing Field:		
Investigate replacement chain for toddler swing	Ian	
Thank you letter to Johnny Wiltshire for cutting Playing Field hedge	The Clerk	✓
Missing plaque – piece in magazine	The Clerk	✓
Proposal to remove willow – magazine and next Agenda	The Clerk	✓
Alternative quotes for electricity supply	The Clerk	
Paint swings	Clare	
Laptop:		
Purchase of new laptop for around £350	The Clerk	
Investigate software requirements for new laptop	The Clerk	
Payments:		
Payments	The Clerk	✓