

Action Table – 04/06/25

Action	Responsible	Deadline	Done?
Matters Arising:			
Provide Councillors with updated Action Table with deadlines	The Clerk	One week	✓
Allotments:			
Contact potential new allotment holder	Peter	One week	
Organise two year lease with allotment field owners	The Clerk	Next meeting	
Decision on future of allotments	The Council	Oct meeting	
Somerset Councillors:			
Consultation on new Divisions for Somerset Council	The Council	Next meeting	
Community Review:			
Organise Launch of Community Review	Steering Group	June 7 th	✓
Footpaths & Highways:			
Consult insurers over strimmer training	The Clerk	July meeting	
Chase Rights of Way decision on Spargrove footpath	Tom	Next meeting	
Consult landowners & Rights of Way over new permissive way for Eastcombe footpath	Tom	Oct meeting	
Playing Field:			
Remove rotten oak bench (formerly willow bench)	Ian	Next meeting	
Wood preservative on remaining benches	Ian	Next meeting	
Look at water fountain	Ian	Next meeting	
Cut back inside of hedge	Tom & Peter	Before Fete	
Paint top of swings	Clare	Sept meeting	
Planning			
Submit Council's views on Planning Applications	The Clerk	One week	✓
Online Banking			
Follow up with NatWest	The Clerk	Next meeting	
Audit			
Submit Exemption Certificate to External Auditor	The Clerk	June 30 th	✓
Publish everything required under the Transparency Code	The Clerk	July 1 st	✓
Consider accounting software	The Clerk	July meeting	
Include Community Review grant and costs and costs of permissive way in projection	The Clerk	Next budget update	
Grants:			
Pay grants and find details for UN School grant	The Clerk	Next meeting	
Payments:			
Make payment	The Clerk	One week	✓
Other Matters:			
Write to Somerset Councillors re enforcement	The Clerk?	Next meeting	