

Action Table – 01/07/26

Action	Responsible	Deadline	Done ?
Matters Arising:			
Provide Councillors with updated Action Table with deadlines	The Clerk	One week	✓
Shepton LCN:			
Apologies for LCN AGM on July 6th	The Clerk	July 6 th	✓
Allotments:			
Visit allotment field owner to discuss state of field	Peter	Next meeting	
Community Review:			
Invite members of focus groups to Parish Council meetings	The Chair	Next meeting	✓
Footpaths & Highways:			
Speak to resident who blocks lane at Lower Alham	Jayne & Peter	Next meeting	
Follow up Somerset Highways re barrier on Hincombe Hill	The Clerk	Next meeting	
E-mail resident regarding wheelie bin left on highway	The Clerk	Next meeting	
Note to Woodland Trust regarding Coney Wood	Jayne Cox	Next meeting	
Move Hincombe grit bin to Crows Hill	Ian	Winter	
The Three Horseshoes – Asset of Community Value			
Application for ACV	The Clerk	Next meeting	
Playing Field:			
Contact Fete Committee re Fete	The Clerk	August	✓
Cut back inside of Playing Field hedge	Peter	Before Fete	✓
Ask Cricket Club if they can replace broken stump	The Clerk	One week	✓
Check bin being emptied weekly – “bin warden”	Bryony	Ongoing	
Follow up suppliers about cost of inspection of cableway	The Clerk	Next meeting	
Ask Simon Pritchard who inspects cableway for his PC	The Clerk	Next meeting	
Second rolling of Playing Field	Tom	?	
Additional sealant around roundabout	Ian	?	
Paint top of swings	Bryony & Peter	Next meeting	
Planning:			
Lodge Complaint re Cabins at Churchbridge Lodge	The Clerk	Next meeting	
Emergency Plan:			
Update e-mails and add what3words	The Clerk	Next meeting	
Councillors to check and confirm to Clerk	Councillors	Next meeting	
Payments:			
Make online payments, including grants	The Clerk & the Chair	One week	✓
Transfer funds from current account to reserve account	The Clerk & the Chair	One week	✓
Authorise Peter and Bryony to make online payments	The Clerk & the Chair	Next meeting	
Other Business:			
Write to Columbine Cottage re parking	The Clerk	Next meeting	
Add beacon to Schedule of Assets	The Clerk	March 2027	