

Action Table – 03/09/25

Action	Responsible	Deadline	Done?
Matters Arising:			
Provide Councillors with updated Action Table with deadlines	The Clerk	One week	✓
Allotments:			
Decision on future of allotments	The Council	Oct meeting	
Quotes for cutting inside of allotments hedge	Peter	Nov meeting	
Community Review:			
Encourage residents to complete online survey	Steering Group	Sept 15 th	✓
Footpaths & Highways:			
Purchase strimmer protective equipment	Tom	Next meeting	
Investigate online training for using strimmer near highway	Tom	Next meeting	✓
Inform PC of Rights of Way progress on Spargrove footpath	Tom	Next meeting	
Inform Highways Dept of location and amount in grit bins	The Clerk	Sept 12 th	✓
Move Hincombe grit bin to Round House junction and purchase large grit bin for Hincombe Hill	Ian	Winter	
Consult landowners & Rights of Way over new permissive way for Eastcombe footpath	Tom	Oct meeting	
Playing Field:			
Thank you letter to hedge cutter	The Clerk	One week	✓
Ask suppliers about cost of inspection of cableway	The Clerk	Next meeting	✓
Investigate cost of wet pour repair for roundabout	The Clerk	Next meeting	✓
Remove tap in bus shelter	Ian	Next meeting	
Ask Cricket Club to roll surface of Playing Field	Peter	Next meeting	✓
Paint top of swings	Tom & Peter	Next meeting	
Online Banking			
Follow up with NatWest	The Clerk	Next meeting	✓
Accounts & Budget			
Find new Internal Auditor	The Clerk	March 2026	
Payments			
Make payments	The Clerk	One week	✓