

Action Table – 07/01/26

Action	Responsible	Deadline	Done?
Matters Arising:			
Provide Councillors with updated Action Table with deadlines	The Clerk	One week	✓
Shepton Mallet LCN:			
Volunteer to attend January 26 th meeting	Councillors	Jan 26 th	✗
Footpaths & Highways:			
Chase up Rights of Way on Spargrove footpath	Rob Reed		
Note to Woodland Trust regarding Coney Wood	The Clerk	Next meeting	
Move Hincombe grit bin to Crows Hill	Ian	Winter	
Community Review:			
Open Meeting to consider findings	Steering Group	New Year	
Action Plan and Funding Plan	Thrive	New Year	
Allotments:			
Chase up unpaid allotment rent	The Clerk	Next meeting	✓
Share e-mails of allotment holders	The Clerk	Next meeting	
Playing Field:			
Warning in magazine that litter bin will be removed if abused	The Clerk	Jan 18 th	✓
Contact molecatcher	The Clerk	Next meeting	✓
Follow up suppliers about cost of inspection of cableway	The Clerk	Next meeting	
Second rolling of Playing Field	Tom	March 2026	
Paint top of swings	Tom & Peter	Next meeting	
Planning			
Respond to consultation on planning applications	The Clerk	One week	✓
Annual Parish Meeting			
Invitations to MP and Rivers Authority to attend	The Clerk	One week	✓
Emergency Plan			
Update e-mails and add what3words	The Clerk	Next meeting	
Councillors to check and confirm to Clerk	Councillors	Next meeting	
Internal Auditor			
Inform Internal Auditor of appointment	The Clerk	One week	✓
Precept			
Inform Somerset Council of Precept	The Clerk	One week	✓
Payments			
Make payments	The Clerk & the Chair	One week	✓