

## Delegated\_Task\_Register\_Live

Date	Minute Reference	Task	Delegated to	Date Completed	Notes	Next Action
22/03/2021	181/20/21	Plaque - Community Orchard	Clerk	21/03/2023	Require more information from WBC. UPDATE: quote received. Council approved. Board order underway. Design approved. NOTE: slightly increased cost by £35.00. Full size proof expected.	Delivered. Installed 21/03/2023
19/04/2021	06/21/22	Electric charging points	District Cllr Somner	CLOSED	On street options are detailed on WBC website.	CLOSED
07/02/2022	151/21/22	Planning applications - notifications thereof	District Cllr Somner	CLOSED	Investigate question of the belief that the building works notifications to neighbouring properties is to stop. On-going conversation at WBC.	CLOSED
07/02/2022	79/21/22	Road Signs - Investigate the possibility of improving road signs (dirty/covered in overgrown foliage)	District Cllr Somner	CLOSED	Item is district wide - with WBC CEO for consideration. No easy solution. It is a costly operation. Possibility of devolution.	CLOSED
07/02/2022	175/21/22	White Paper - discuss planning reform with MP	Working Party: Cllrs Tull, Collard and Bedwell	CLOSED	A meeting was arranged with Mr Sharma but was cancelled.	CLOSED
07/02/2022	164/21/2022	Tree ownership - Mill Lane	Cllr Tull		Survey trees around the Hawkswood Development site and report back to council. UPDATE: report issued with agenda. RATIFIED. Report issued to WBC for action.	Awaiting WBC response - there seems to be works taking place currently. Need to check if this is WBC. The area identified as requiring works by PC has not been addressed.
14/03/2022	190/21/22	Redaction of Councillor e-mail addresses - discuss with MP	<del>Working Party: Cllrs Tull, Collard and Bedwell</del> Clerk	CLOSED	A meeting was arranged with Mr Sharma but was cancelled. UPDATE: Clerk to send e-mail to MP to request support. Also, send e-mail trail to date to Cllr Somner.	CLOSED
23/05/2022	31/22/23	Signs: Welcome to Holybrook	<del>Working Party: Cllrs Tull and Collard</del> Clerk		Bob Bosley of WBC has been contacted to arrange site visit directly with Cllrs Tull and Collard. Bob Bosley no longer working for WBC. The Traffic and Road Safety Team has been e-mailed to ask for an alternative contact. The Senior Engineer (Traffic) of WBC has been in contact re signs. Clerk has provided him with possible location sites (Google Map images marked).	WBC has updated and confirmed that this is on their works programme and we should have a meeting in the next couple of months.
		Office upgrade			Quotes provided by three companies with designs from two. Members Bid for lighting successful. Whole project on-going.	On-going
25/07/2022		Contract review	Clerk		Undertake a sub-contractor contracts review and report options back to full council for consideration.	To be completed in April 2023
25/07/2022		Solar Panel investigation	Clerk		Seek information on solar panels for the Beansheaf Centre including sustainability, cost and planning consents.	On-going
07/11/2022	118/22/23	Legacy Land - purchase	Clerk		Identify all possible plots of land in the Parish which are not owned and seek to take ownership.	UPDATE: schedule a meeting with WBC to discuss
07/11/2022	116/22/23 h)	Memorial Bench	Clerk	Apr-23	Seek permission from WBC for the siting of the bench. 12/12/2022 .	WBC to install bench in new financial year. Dates awaited. Complete
07/11/2022	122/22/23	Moth and Butterfly	Community & Environment Committee		Seek and refine ways in which PC can engage with community on these projects.	Meeting scheduled for 17/04/2023 - pushed back due to CIL Questionnaire