

OLIVERS BATTERY PARISH COUNCIL

Meeting Date:	02 June 2020
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ACTIONS LIST

Minute 20/	Action Description	Responsibility	Target Date	Complete?	Comment/Status
PUBLIC PARTICIPATION					
13.1	Identify opportunities for new tree locations and numbers - wrap up into report which will also include TPOs on the Battery etc	Cllr Hare	07-Jul		Action b/f
PLANNING APPLICATIONS AND DECISIONS					
15.2	Submit objection to 29 Old Kennels Lane application (20/00492/FUL)	Cllr Furlong/Clerk	05-Jun	Y	
FINANCE AND COUNCIL MATTERS					
16.1	Start looking at the areas on the list in respect of proposals for the Council's approach to Climate Change - Cllr Hare will try and talk to Cllr Warwick in the next month	Cllr Hare	07-Jul		Action b/f
16.3	Review the Grants Policy	Clerk	07-Jul		
16.3	VAT to be reclaimed more frequently	Clerk	October	Y	Clerk has made diary note to do next claim halfway through the financial year
16.6	Adopt GDPR Privacy Notices and Consent Form as formal documents - update website with the new documents	Clerk	07-Jul		
16.7	Provide a copy of the Special Events & Activities Guidelines to the Events Group and ensure they understand their responsibilities	Cllr Leach	07-Jul		
16.8	Accept the £60 variation to the original tender for the upgrade to the toddler swings	Clerk	09-Jun		
SOCIAL MEDIA					
PARISH PLAN - PARISH COUNCIL ACTIONS UPDATE					

Minute 20/	Action Description	Responsibility	Target Date	Complete?	Comment/Status
RECREATION GROUND, WILDLIFE CONSERVATION AREA AND THE BATTERY					
18.1	Confirm the names of the extra volunteers and which tasks they are able to undertake so the Handyperson Working Group can be updated	Cllr de Liberali	07-Jul		Action b/f
18.1	Several tasks had been completed by Cllr de Liberali. Details to be confirmed to maintain records	Cllr de Liberali	ASAP		
18.1	Attend tree awareness course in summer 2020 as a refresher of responsibilities and identification of issues	Cllr Hare	07-Jul		Action b/f
18.3	Get consistency between prices for signs, act on responses to questions from the Play Inspection Company when received	Clerk/Cllr Kirkby	07-Jul		
18.4	Source sufficient warning tape to prevent use of the play equipment, design notices, lock the tennis court gate open and when in place open pedestrian gate and gate to Conservation Area, and make regular checks to ensure the measures remain in place	Cllrs Mitchener/de Liberali/Hare/Fu rlong/Collin	07-Jul		
LENGTHSMAN SCHEME					
19.1	Forward list to scheme co-ordinator and lengthsman	Clerk	10-Jun		
ROADS AND FOOTPATHS					
CORRESPONDENCE					