



ACTION LOG 2025

No	ACTION	Responsible...	Update	Status
<i>Carried over from 2024</i>				
1	Keep an update of the current planning application at the Village Hall	Clerk	This will be updated when any are rec'd.	ONGOING
2	Clerk to start a dialogue with BT about a public meeting re BT Digital Voice.	Clerk	Arranging for Feb/March 2025	ONGOING
3	Clerk to enquire about the size of burial plots and the regulations.	Clerk	Enquiries ongoing, there is a webinar coming up soon that I may get answers from.	ONGOING
4	Clerk to order a new defib pad.	Clerk	Ordered 28/01	COMPLETED
5	Cllr Standley will look into the delay in SLR meetings.	Cllr Standley	Clerk chased date again on 28/01. SLR now booked in.	COMPLETED
6	Clerk to contact Andrew at Wilderness Wood re repairing the bus shelter roof.	Clerk	Andrew confirmed getting quote to me for 04/02 PC meeting	COMPLETED
7	Clerk to chase UKPN.	Clerk	They did commence on the 17/02!	COMPLETED
HDPC meeting 14th January 2025				
1	Clerk to report to ESH all the faded lines around the village that need reinstating.	Clerk	Reported 28/01	COMPLETED
2	Clerk to request more speed 'slow down signs from ESH.	Clerk	Ordered and awaiting delivery	COMPLETED
3	Clerk and Cllr Standley to chase steward to clear the drains.	Clerk / Bob	Both have chased steward twice	COMPLETED
4	Clerk to report that the road marking 'slow' down School Lane needs reinstating.	Clerk	Reported 28/01	COMPLETED
5	Clerk to chase contractor re quote for burial ground extension cuts.	Clerk	Chased and confirmed £100per cut and asked for 3 cuts to be added to contract.	COMPLETED
6	Clerk to submit precept paperwork to WDC.	Clerk	Submitted on 15/01/25.	COMPLETED
7	Clerk to add regular payee list for 2024/25 to the PC website.	Clerk	Added on 15/01/25.	COMPLETED

HDPC meeting 4th February 2025

1	Telephone box to be added to the agenda.	Clerk	Added to March agenda	COMPLETED
2	Clerk to report the failed manhole cover next to Five Chimneys industrial estate.	Clerk	Reported on 06/02	COMPLETED
3	Clerk to email ESH and the new steward	Clerk	Emailed 06/02, awaiting response. Clerk to email again and copy in Bob and ML, this was done on the 05/03.	ONGOING
4	Clerk to start the play area process	Clerk	Site visit held 10/02. Need to draft the survey ASAP.	ONGOING
5	Clerk to find and circulate to Cllrs the welcome to village booklet	Clerk	Sent to all Cllrs	COMPLETED
6	Clerk to publish link for ROW ESCC survey	Clerk	Published on FB 10/02	COMPLETED
7	Clerk to add to march agenda, rota for clearing drainage cover	Clerk	Added to March agenda	COMPLETED
8	Clerk to place PA sign order and ensure permission sought from landowners to place signs.	Clerk	Permission requested and granted by both residents	COMPLETED
9	Clerk to send out save the date and flyers for the PA	Clerk	Published on FB 10/02	COMPLETED
10	Send SL the village assessment templates	Clerk	Sent to SL	COMPLETED
11	Clerk to let contractor know he can proceed with bus shelter roof	Clerk	Emailed on 06/02	COMPLETED

HDPC meeting 4th March 2025

1	Clerk to liaise with UKPN about any planned power cuts.	Clerk	Email sent 05/03. Awaiting response.	
2	Clerk to add the UKPN project to the agenda for the duration of the project.	Clerk	This has been added.	COMPLETED
3	Clerk to speak to the UKPN contactor about road sweeps	Clerk	Email sent 05/03. Awaiting response.	
4	PW will enquire about the flashing speed sign on the A267.	PW	PW has been emailing about this.	COMPLETED
5	Clerk to draft the play area survey ASAP.	Clerk	Drafted, Cllrs approved. Published 17/03 widely.	COMPLETED
6	Clerk to liaise with resident about whether there is a desire to form a community group to look after the telephone box.	Clerk	Email sent 05/03. Update on April agenda.	COMPLETED
7	Clerk to investigate where the excess spoil from graves should be deposited.	Clerk		