# Status Key:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| New /  No Progress | Complete | In Progress | Overdue | Ongoing |

Note – This is a living document. Completed actions over one month old will be removed to keep list minimal and previous versions will be held on file by clerk.

Correspondence and any other notes are below Actions table – Please scroll down.

# Ongoing Actions – Notes May 2024

## Councillors to provide verbal updates on Ongoing Projects at end of each meeting unless the item has been specifically added to the agenda

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Status | Action | By Whom | By When | Notes |
|  | Report on audit action plan | Clerk | Ongoing | May update – Internal audit still ongoing. PC signed off the financials in April |
|  | Play Area Planning incl. engaging with KLB and North Nibley School | Working Party – Cllr J Smith & Nick Riddiford |  | May update – Cllr Smith making progress with solicitors |
|  | Churchyard Wall Maintenance | All | - | May update – work has been completed. Clerk will speak to surveyor for sign off. |
|  | Speedwatch | Cllr L Smith & Cllr Carr |  | May Update – Verbal update to be given at meeting |
|  | Review of policies | All | Ongoing | May Update – Agenda item added. Standing Orders, Code of Conduct and Timeline review |
|  | Installation of a further 2 defibs | Cllr Smith | Ongoing | May Update – 1st of project now installed at Chapel |
|  | Tourism Survey | Cllr Carr and Cllr Palmer | Ongoing | May Update – Verbal report to be provided  Dave Palmer to create a working party. DP has forms to complete, but needs to know how many visitors. Cllr Carr will speak to Simone about responding to needs about the community. Cllr L Smith. |

# April Meeting 2024 – NEW

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Status | Action | By Whom | By When | Notes |
|  | Organise Autumn Village Clean Up | Clerk | September | To be arranged for 26th October. 9:30am with an aim to have all litter and equipment returned in time for refreshments at 11:30am until 12:15pm |
|  | Set up and send a standard template for PC matters to OTE | Cllr Carr | April 10th | Complete although the OTE team did not receive the email so was unfortunately missed. |
|  |  |  |  |  |

# Past Meetings 2024 – Notes updated May 2024

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| --- | --- | --- | --- | --- |
| Status | Action | By Whom | By When | Notes |
|  | 9. Written update report on speedwatch project to be sent to clerk to add to website | Cllr Carr | November | Mar Update – Cllr Carr to provide written update for PC website and OTE |
|  | Clerk to go out for installation quotes for gateways and report back to council | Clerk | November | May Update – Clerk has requested formal permission for Gateways to be installed and notified contractor of current position |

# Correspondence and Information

# (excluding anything on agenda or mentioned in actions above):

* Known TENS Licences for upcoming months (these can be found on the SDC website <https://www.stroud.gov.uk/apps/licensing-register>):

Temporary Event Notifications

* Clerk has sent letters and cheques to Grant Applicants not present at the APM
* Clerk has been working with internal auditor
* Resident correspondence has been received re parking at Village Hall and communications with SDC Housing. Member of public will keep PC updated
* Resident correspondence has been received from owner of land opposite new inn stating that new planning application will be submitted shortly and the landowner is keen to make sure that the PC are kept involved
* PCSO quarterly report received and shared with PC