

Tarporley Parish Council Action List

Actions Updated following November Meeting

Category	Action	Owner	Status
Allotments - Agreement	27 10 20 – Contacted SD/CW&C about producing plans. 27 10 20 – obtained quote onlinedrawinguk.com 04 11 20 – SD queries answered. 18 11 20 – Confirmed proceed with plan quote SIGN Final Lease.	A Wright	
Allotments - NB	ALR investigating necessary works. Discuss with BG & Allotments	A Wright	On going
Allotments & Bowling Green Trees	12 11 20 – emailed to arrange meeting 19 11 20 – Meeting 20 11 20 – Circulated notes 20 11 20 – contacted x3 companies for quotes	A Wright	
Bowling Club – agreement	Awaiting completion Allotments agreement.	A Wright	On going
Branding & Marketing Working Group – ARTS S106	11 11 20 – Meeting 12 11 20 – Circulated minutes	A Wright	
Brook Road – Brown Signs	29 10 20 – Contacted ENG who to request signs from. 18 11 20 – Spoke IL circulated info request GP, MR, JM	A Wright	
Brook Road – Jamieson/Access Road Meeting	Letter regarding services	A Wright	
Brook Road Opening	Event	A Webb	
Burton Square – Land ownership		A Wright	
Burton Square - Tree	15 10 20 –Report weeping canker- HW261190137 28 10 20 – submitted additional info from Cheshire Woodlands 04 11 20 – Raised with CW&C Tree Officer	A Wright	
Car Parking – Business Case NEED	Create NEED Business Case.	A Wright Cllrs NT & GP	
Car Parking – Landowners letter	22 09 20 – new draft to GP 16 11 20 – Letters posted 20 11 20 – Reply to meeting letter	A Wright	Complete
Car Parking – Repeat Survey	Repeat survey – to be discussed with GP & NT	A Webb Cllrs AH, MR & AW	On going

CCTV Working Group	Andy Hallows, Lisa Miller, John Millington, Tony Yeates. 20 10 2020 email sent to working group re: arranging site visit to discuss CCTV arrangement.	A Webb	
Cemetery Bin	<u>Return to Cemetery</u> 18 11 20 – Spoke Gaskells bin to be returned to by red brick building.	A Wright	
Cemetery boundary fence & path	<u>Fence</u> 23 09 20 – Requested renewed quotes Dee Fencing & J Harding 13 10 20 – resent request to J Harding 21 10 20 – met Dee Fencing awaiting price 29 10 20 – circulate revised price 29 10 20 - left message Ringwood Fencing 02 11 20 – Circulated Ringwood Price	A Wright	On going
Cemetery Regs	Update include plinth size. Insert grass seeding & 'All'	A Wright	
Cemetery Hedge	NTC and Grants provided a quote to cut the hedge. Awaiting quote from Harding's.	A Webb	
Cemetery Letter – Stonemason	10 09 20 – Agreed Lightfoot memorial actions 16 10 20 – emailed for new paperwork	A Wright	
Cemetery Plinths	Obtain prices & guidance 10 09 20 - Site Meeting 15 10 20 – PT circulated EP photos 16 10 20 – circulated spec for beams	A Wright	
Cemetery Wall	17 01 20 – Email JB not proceeding 17 01 20 – confirmed JS works and stated to be carried out after fence.	A Wright	On going
Chapter 8 Training	Chapter 8 training to take place in 2021	A Webb	2021
Christmas – Stay Festive	Distribution 01 12 20 12 11 20 – Solopress for pricing 17 11 20 – Ordered Xmas cards due	A Webb	
Christmas Review	20 09 2020 Liaise with reindeer company to organise event, taking place Thursday 17 th December AM 20 10 20 – Visit to pre-school on afternoon of 17 th December.	A Webb	On going
Climate Volunteers Meeting	2021	A Wright	2021
Defib. & Cabinet - Costs	Contact Swan about 24/7 access 16 10 20 emailed to say no solar panel cabinets. Price solar powered cabinet.	A Webb	On going

	17 10 2020 contacted the Swan re: defibrator Email response to say that it matter has been passed to the Head Office.		
Finance Working Group & Committee	2021-2022 budget	A Wright	On going
Maintenance – Gritting	09 11 2020 – Gritting contract awarded to J Millington. 10 11 2020 - emailed JM to confirm. Agreed –1 degree would be the trigger to grit 19 11 20 – RA forwarded to JM. 19 11 20 – Jacket, boots and spade ordered,	A Webb	
Maintenance – Purchase leaf blower	18 11 20 – Blower purchased, LM to collect	A Wright	Complete
Milestone Adoption	<u>Milestone Adoption</u> 01 10 19 – EMD confirmed in ‘long queue’ 28 10 19 requested update from EMD 27 05 20 – emailed EMD for update, asked if formal letter required.	A Wright	On going
Neighbourhood Plan Review - Meeting	20 10 20 – Requested RC meeting 27 10 20 – Repeated request. 24 11 0 – Meeting	A Wright MG GP NT TB	
Planning	16 11 20 – 20/04268/CAT circulated	A Wright	On going
Planning – Rising Sun additional Spaces	13 10 20 – Requested update SD 14 10 20 – circulated response.	A Wright	On going
Play Area Bins	03 11 20 – Expected this week from supplier.	A Wright	On going
Play Area Meeting	09 11 2020 - working group to meet to discuss scoping exercise to re-develop the play area. 11 11 2020 - meeting arranged via zoom for 18 11 2020 12 11 2020 - invoice for repeat inspection received.	A Webb	On going
Play Area Works	13 10 20 – work undertaken Additional work required on the gate (quote provided) 10 11 2020 - J. Millington to provide quote to clear up the leaves from play area and fence area	A Webb	On going
PROW FP 12	<u>Gravel FP 12</u> Awaiting instructions from A Wallace 02 03 20 – emailed AW for update 29 10 20 – emailed AW – 6 people socially distanced?	A Wright	On going
RBL Site – strip of land	30 06 20 – MG (Bowling club) contacted.	A Wright	On going
Risk Assessment	Inc WC, RBL land	A Wright	On going

	Chestnut tree risk review WG- Gill Clough, Catherine Helm, Mark Ravenscroft		
Small Grants	10 11 20 Payments made and recipients emailed	A Wright	Complete
Storage (WC)	<u>Vehicle Access</u> 4 of 6 properties refused. <u>Works</u> 19 11 20 – Emailed confirmation of works. <u>Legal</u> 12 11 20 – sent doc for signing to GC <u>Planning</u> 30 10 20 – emailed planning for COU advise. 19 11 20 – resent opt RB	A Wright	
Website	<u>Review</u> 25 09 19 emailed GP & NT for update. 16 09 02 – Requested meeting to review. 28 09 20 – Resent above email <u>Walks on Website</u>	A Wright Cllrs GP NT	On going
Faults Reported			
	09 09 2020 - Signs obscured and dirty on Bypass - ref HW247664398 21 09 2020 – Queries above with eng. 19 10 2020 – Reported Poppy Lane Path as obstructed GS262572373 raised with WVHT	A Wright	
		A Webb	

Future Actions

FP17 Diversion	Diversion of Footpath to avoid flooded area
Phone Kiosk	To agree future use
Roundabout	Design & Landscaping
Village Signage	Tarporley Signs
TCC Lighting	Illuminate entrance to car park and steps to playing field