

Appendix B – Reed Parish Council Meeting 8<sup>th</sup> May 2024

Action Points

<b>Item/Subject</b>	<b>Action</b>	<b>Action by Whom</b>	<b>Actioned</b>
5.5.24/Approved Minutes	Approved minutes to be posted on website	Clerk/Webmaster	Yes
7.5.24/Allocation of Responsibilities	To set up an informal meeting to discuss	BB	Yes
	To make a list of Parish Council responsibilities	ALL	
	Add to Agenda for July	Clerk	Yes
9.5.24/Report County Cllr.	Ride London Event and Road Closures Information to be put on website	Clerk/EK	Yes
10.5.24/Report Dist. Cllr.	To forward to Cllr. Prescott's contact details to Cllrs	Clerk	Yes
13-17.5.24/AGAR 2023/24	Approved documents to be put on website	Clerk/EK	Yes
16.5.24/Certificate of Exemption	To be submitted to External Auditors	Clerk	Yes
18.5.24/Review Financial Regulations	To review Financial Regulations in preparation for the July Meeting	Clerk	
19.5.24/.gov.uk Domain	To proceed with setting up a .gov.uk domain and migrate services	EK	
22.5.24/Annual Parish Meeting	To email all village organisations to confirm attendance	Clerk	Yes
	Purchase wine and soft drinks	BB	Yes
	Printed Annual Report to be delivered to all households	ALL	Yes
	Annual Parish Meeting leaflet to be delivered to all households	ALL	Yes
	To set up tables in Village Hall on afternoon of 29 <sup>th</sup> May	KL/EK	Yes
	To prepare a formal welcome speech for 7.15pm	KL	Yes
23.5.24/Case Ref: 23/02887/S73	To put letter of objection submitted on the website (Wisbridge)	Clerk/EK	Yes
24.5.24/Appeal – Nicholl's Yard	To put submitted response of continued objection on the website	Clerk/EK	Yes
26.5.24/SCAG	To forward information on previous registrations of AoCV for The		

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	Cabinet to Cllrs. Langley & Kilby	Clerk	Yes
	To submit application for registration of The Cabinet as an AoCV to NHC	KL/EK	
28.5.24/Play Area Inspection	To replace bolt cap on Tyre Swing	KL	
	To monitor rot on Activity Trail bridge	KL	
29.5.24/Play Area Working Party	To submit applications for Community Grant Funding – Tesco & JM	KL/BB	Yes
31.5.24/Planting Trees on Green	To arrange another site meeting	BB	

### Ongoing Action Points from previous meetings:

Community Noticeboard	To renovate noticeboard outside school	CD/NP	
Community Payback	To contact Probation Officers about twice-yearly maintenance ditches	CD/BB	
Footpaths	To keep footpath ploughing/reinstating under review	Clerk	
Ponds	Cllr. Blower to liaise with Mrs Hayden re: removal of Bullrush and Iris from the Cart Wash	BB	Sept
Turney Trust & RD1	To request update ahead of each PC Meeting	KL	

### Notes:

#### Standard items for each agenda:

Report from Chair, Report from County Cllr, Report from District Cllr, Reports from Parish Councillors, Review of Action Points from previous meetings, Wisbridge Reservoir Project, Save The Cabinet, Highways Matters, Play Area Inspection Report, Push Energy Fund Projects, Grant Funding for new play equipment, Ponds Protection Project, Turney Trust update on RD1

### Date to remember!

Wednesday 3<sup>rd</sup> July 2024 – Reed Parish Council Meeting – 7.30pm at Reed Village Hall

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