

AGENDA ITEM	ACTION REQUIRED	BY WHOM	PROGRESS	DATE CLOSED
20/21	Contact District Councillor regarding impact on Hatfield Peverel of the cancellation of two of the garden villages.	Clerk	Can be raised in person at meeting on 6/7.	06/07/2020
20/22	Response to questions raised on the budget in Clerk's absence.	Clerk	Report written. To be discussed at Finance and General Purposes meeting Friday 26/6 and reported to full Council on 6/7.	06/07/2020
20/22	To advise the Fishing Club of the decision on rent of lakes VAT issue.	Clerk	Club advised and invoice raised and sent.	12/06/2020
20/22	To write to Braintree District Council asking for further information on the tetrapak recycling unit.	Clerk	Information requested by the meeting already held by the Clerk. No letter written. Will be discussed again on 6/7.	06/07/2020
19/168	To circulate the land transfer documents for the community park to all Councillors.	Clerk	Transfer documents held on record are pre-transfer. Solicitor emailed to request final copy and chased.	
19/124	To look into tree warden options.	Clerk		
19/81	Look into the various options for a youth service provision in HP and make recommendations to full Council.	Sport and Recreation Advisory Group		
19/87	Look into the provision of LED lighting during the next 12 months (by August 2020).	Clerk	Interest free loan researched. Quotes yet to be obtained.	
19/91	Put together a Man Shed project plan, including costings, and report back to full PC at future date.	Sport and Recreation Advisory Group		

Shading denotes matters arising from previous meetings.  
Unshaded area denotes matters arising from last meeting.