

Open actions from 03/07/23 to 31/03/24

Minute ref	Action	By when	Next report	By whom	Status
130:23 a	Contact Strete and Stoke Flemming Parish Councils to arrange a time for Cllrs to discuss Neighbourhood Planning and to find out if a Neighbourhood Plan has been beneficial to them	16.02.24	04.03.24	Clerk	Completed
130:23 a	Share information about the new Net Gain Biodiversity legislation with Cllrs	16.02.24	04.03.24	Clerk	Completed
130:23 b	Raise the possibility of charging the PC £20 per meeting (as per the PC budget), for the 11 monthly meetings held during ye 2024/25, at the next Village Hall Committee meeting	07.02.24	04.03.24	Cllr J. Abbey	Completed
131:23 a	Add updated Asset Register to website	16.02.24	04.03.24	Clerk	Completed
133:23 ii	Apply for grant from the National Lottery Community Fund to replace noticeboards	16.02.24	08.04.24	Clerk	Completed
133:23 a iv	Arrange a time to finalise logo	23.02.24	04.03.24	Clerk and Cllr S. Lange	Completed Status update required
134:23 ii	Apply for a grant from DCC Localities for the Community Café for winter 24/25	16.02.24	04.03.24	Clerk	Completed
134:23 iv	Find out if Historic England's recommendations for works on the Tower are advisory or statutory and if/when they will be carried out.	23.02.24	04.03.24	Cllr J. Abbey	Email sent 13/02/2024. Status update required
136:23 iii	Fit padlock to grit bin at Greenbanks	23.02.24	04.03.24	Cllr I. Mitchelmore	Completed
136:23 v	Add Cllr P. Osborne as a signatory on the PC's Lloyds Bank accounts	03.05.24	13.05.24	Cllr J. Abbey and Cllr P. Osborne	Status update required
137:23 a	Make February payments	06.02.24	04.03.24	Clerk	Completed
122:23 a	Add discussion about litter to future agenda	04.03.24	04.03.24	Clerk	Completed
87:23 a ii	Arrange a date for monitoring of Road Warden Work	13.11.23	04.12.23 Next update 08.04.24	Cllr I. Mitchelmore, Cllr J. Waters and Cllr I. Luscombe	Reschedule for March. Status update required
66:23 a iv	Cllrs to arrange time and date to conduct monitoring of Road Warden work	30.11.23	04.12.23	Cllr I. Mitchelmore, Cllr J. Waters & Cllr I. Luscombe	As 87:23 a ii as above
66:23 b	Complete details on maps and in outline snow plan	30.11.23	04.12.23	Cllr I. Mitchelmore, Cllr J. Waters & Cllr I. Luscombe	Draft completed
52:23 a ii	Improving engagement with parishioners: Add to Agenda for January once logo/branding and vision/mission statement completed	29.12.23	08.01.24 Move to later in the year as Logo not yet finalised	Clerk	Pending
53:23 f	Highways: Arrange a meeting with Lisa Edmonds, to discuss SPC's key objectives, for Cllr. P. Osborne and Clerk to attend	22.09.23	02.10.23	Clerk	Partially completed

SLAPTON PARISH COUNCIL – MEETING ACTIONS REGISTER (Financial Year 2023/24)

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Minute ref	Action	By when	Next report	By whom	Status
					<i>Cllr P. Osborne has emailed repeatedly and had no response</i>
53:23 h	CSG Terms of Reference and Recruitment: Order and distribute postcards, flyers and posters	29.09.23	02.10.23	Clerk	Partially completed <i>Flyers need distributed</i>
97:23 b	Edit draft logo for consideration by PC at a later date	23.02.24	04.03.23	Cllr Lange	See 133:23 a iv
105:23 c	Cllr J. Waters to be added as a signatory to the PC's bank accounts as agreed previously by the PC	26.01.24	05.02.24	Cllr J. Abbey	Closed. Resolved to add Cllr P. Osborne (minute ref: 136:23 a. v)

Open actions carried forward from the financial year 2022/23

Action Ref no.	Action <i>*Italics show historic entry</i>	By when	Next report	By whom	Status
50-22	21.06.23 <i>Extend invite to Devon and Cornwall Fire Service to speak about home safety scheme free inspection at 1x Community Café session if PC resolves that Community Café can go ahead in 23-24</i>	Oct 2023	04.12.23	Cllr J. Abbey	

Closed actions from 03/07/23 – 31/03/24

Minute ref	Action	By when	Next report	By whom	Status
108:23	Liaise with Amanda Burden re date of SHDC Planning Committed meeting and confirm attendance of a SPC Cllr at the meeting	05.02.24	04.03.24	Clerk and Cllr J. Abbey	Completed <i>Cllr J. Abbey has agreed to attend on Wed 14th Feb, if no other Cllrs are available</i>
111:23 b ii	HMCEF grant: Send evidence to Cllr Brazil to support the application meets the guidance and criteria provided	19.01.24	05.02.24	Clerk	Completed
114:23 a	Schedule working party meeting 19th and 29th January to finalise Snow Plan	19.01.24	05.02.24	Clerk, Cllr I. Mitchelmore, Cllr J. Waters and Cllr I. Luscombe (and Cllr S. Lange if he would like to attend)	Completed <i>Clerk, Cllr S. Lange and Cllr I. Luscombe met on Sun 28th Jan. Additional details still need to be ironed out and added to the plan.</i>
115:23 b	Make approved adjustments to cost centres to ensure they are up to date	19.01.24	05.02.24	Clerk	Completed
115:23 c	Update the Draft Budget, with a further £2,400.00 added for un-ringfenced reserves/operational float (to cover possible increases in estimated costs and unforeseen office and village maintenance costs)	19.01.24	05.02.24	Clerk	Completed
115:23 d	Submit agreed Precept Demand of £29,172.00	26.01.24	05.04.24	Clerk	Completed
117:23 a iv	Horse Stile repairs need alteration (replacement of wider sleeper with original narrower sized sleeper) to ensure gap between two sleepers is exactly 1100cm. Cllr J. Waters and Cllr I. Luscombe advise Clerk once completed so P3 Team can be informed	05.04.24	05.04.24	Cllr J. Waters and Cllr I, Luscombe	Completed
118:23 b	Cllrs to encourage all parishioners to report potholes and other Highways issues directly to South Hams District Council via the website: Report It. Clerk to add link on Slapton Parish Council's Website	19.01.24	05.04.24	Clerk	Completed
118:23 d	Cllr J. Abbey to contact Cllrs about a meeting with Anthony Mangnall and Clerk to liaise with Cllrs regarding date and time for meeting	26.01.24	05.04.24	Cllr J. Abbey and Clerk	Completed <i>Meeting scheduled for Mon 12th Feb, 6.30pm at the VH</i>
118:23 e	Chair to submit report for Slapton Line Magazine by Monday 15th January	15.01.24	N/A	Cllr J. Abbey	Completed
121:23 a	Make approved payments for December	09.01.24	N/A	Clerk	Completed

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97:23 a	80 th Anniversary of D-day. Find out what other local parishes are considering doing; whether the American Embassy, Dartmouth Naval College or Local History Society intend to mark the occasion; whether the Village Hall Committee or Parochial Parish Council have any plans already or any suggestions; and what parishioners might feel is appropriate. Clerk to contact other organisations listed above to enquire, feedback to Cllrs and add to Agenda for further discussion in February	26.01.24	05.02.24	Clerk	Completed – although further update due from VH and PCC after their Committee meetings
89.23 d	Investigate if it would be possible to lock Grit Bin opposite the Play Park in Greenbanks with coded padlock	30.11.23	04.12.23	Clerk	Completed
98.23 c	Notify the Parochial Church Council (PCC) that the PC has agreed to support the costs of running the Church Café with a Community Grant of £250 and make the payment	15.12.23	08.01.24	Clerk	Completed
98.23 d	Set up Lloyds Bank Cardnet machine	08.12.23	08.01.24	Cllr J. Abbey and Clerk	Completed
98.23 e	Return Devon Audit Partnership engagement letter	08.12.23	08.01.24	Clerk	Completed
98.23 f	Confirm acceptance of quote for fitting bird boxes and rewilding signs	08.12.23	08.01.24	Clerk	Completed
105:23 a	Contact details of Neighbourhood Police team to be shared with all Cllrs so that they can pass on to parishioners, when necessary	08.12.23	08.01.24	Clerk	Completed
98.23 b	Liaise with Julie Hinder (CSG Chair) and James Curtis (Tree Warden) to set up children's stall/activities at Tree Hub on 20/1/24 between 10am - 2pm at Slapton Village Hall	20.01.24	05.02.23	Clerk	Completed
98.23 a	Liaise with James Curtis (Tree Warden) to obtain cost/quote of willow weaving at the Tree Hub in January	15.12.23	08.01.24	Clerk	Completed. Costs confirmed 15.01.24 as £100
94:23 b	Outstanding HMCEF grant: Cllr J. Brazil will follow this up. Clerk to resend information	08.12.23	08.01.24	Clerk	Completed
42.3.23 c	Organise a meeting with Kate Payne (FSC) to discuss coaches	05.07.23	04.09.23	Cllr J. Abbey	Emailed thanks and feedback in Dec – Closed
35.23	Clerk to invite new Neighbourhood Team Leader for Dartmouth (Neil Powers) to October PC meeting	31.07.23	25.08.23	Clerk	Completed
37.1.23 a	Clerk to follow up with SHDC as to why the normal submission route was not made available	05.07.23	25.08.23	Clerk	Emailed 08.07.23
37.1.23 b	Clerk to prepare draft comments for further discussion and resolution before making submission	Asap – to submit by 13.07.23	25.08.23	Clerk	Completed and submitted 12.07.23 and further comments submitted 17.07.23
37.3.23 a	Clerk to invite Tree Wardens to 04.09.23 meeting.	31.07.23	25.08.23	Clerk	Completed

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38.1.23 a	Clerk to request again that the assigned Planning Officer pursue the existence of covenants and conduct Land Registry search, if necessary	08.07.23	25.08.23	Clerk	Land registry search requested - no restrictive covenants identified
39.23 a	Clerk to organise a working group meeting for Cllrs to discuss Highways objectives and to contact Lisa Edmonds to begin discussions about the possibility of in-person meeting	End Aug 2023	04.09.23	Clerk	Working party meeting Complete 17.08.23
39.23 b	Cllr J. Abbey to contact Mr Humphreys about the condition of the Tower and Clerk to investigate how to report to SHDC	08.07.23	04.09.23	Cllr J. Abbey	Completed
40.23 a	Clerk to ensure acceptance, register of interests and dispensations to be signed and returned within 28 days	31.07.23	25.08.23	Clerk	Completed
40.23 b	Clerk to update Cllr Governance (roles/tasks) and distribute V2 draft. Cllrs to consider roles/tasks carefully before the next meeting	25.08.23	25.08.23	Clerk	Completed (circulated with Agenda for Sept meeting)
40.23 c	Clerk to submit HMCEF	31.07.23	25.08.23	Clerk	Submitted 02.08.23
40.23 d	Clerk to action purchase of King's Coronation bench	31.07.23	25.08.23	Clerk	Complete – delivered to Cllr. J. Waters 03.08.23
40.23 e	Clerk to action recommendations and observations in Final Internal Audit Report	25.08.23	02.10.23	Clerk	Completed (updated Standing Orders and Financial Regulations circulated with Agenda for Sept meeting)
41.23 a	Clerk to research options, costs and whether an internet connection is required together with current ring-fenced defibrillator funds and any additional funds required. Clerk to inform PC for resolution with aim to install before mid-September 2023. Cllr I. Mitchelmore to liaise with Queens Arms following an update from the Clerk	31.07.23	25.08.23	Clerk Cllr I. Mitchelmore	Completed (report circulated with Agenda for Sept meeting)
41.23 c	Clerk to research and update Cllr's on training and professional development options & costs	25.08.23	25.08.23	Clerk	Completed (report circulated with Agenda for Sept meeting)
42.1.23 f	See 41.23 a.				Completed
42.2.2 3 a	Cllr J. Abbey to report ASB to Devon and Cornwall Police via website and copy Neighbourhood Officer	05.07.23	04.09.23	Cllr J. Abbey	Completed
47:23	Tree Wardens to continue to send a copy of their reports /recommendations to the Clerk for circulation to Cllrs	08.09.23	02.10.23	Clerk to remind	Completed
48.23	Contact Neil Powers, Neighbourhood Team Leader, Dartmouth to confirm attendance at either Oct, Nov or Dec PC meeting	22.09.23	02.10.23	Clerk	Completed – attending November meeting
49.23 i and ii	Submit no comment on planning applications 2488/23/HHO and 2489/23/LBC	06.08.23	02.10.23	Clerk	Completed

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49.23 iii	Advise Cllrs and Clerk regarding comments to submit on certificate of lawfulness 2438/23/CLB	15.09.23	02.10.23	Cllr I. Mitchelmore & Cllr S. Lange	Unable to submit Parish Comment – if Parish has comments they will need to be submitted via public portal
52.23 b	Parishioner awareness regarding A379 Slapton Line: Include a brief update in the PC article for Slapton Lines Village Magazine	15.09.22	02.10.23	Cllr J. Abbey	Completed
53.23 a	Return signed acceptance, register of interests and dispensations for new Cllr (Cllr I. Luscombe)	22.09.22	02.10.23	Cllr. I Luscombe & Clerk	Completed
53.23 c	Circulate finalised Cllr Governance (roles/tasks)	08.09.23	02.10.23	Clerk	Completed
53.23 d	Book the following courses: 1A: Safeguarding Essentials Training (Level 1) by High-Speed Training, 2A: Standards in Public Life by Devon Association of Local Councils (DALC), 2B: What Makes People Challenging by Society of Local Clerks (Chair only) 3A: Equality, Diversity and Inclusion by DALC, 4A: Finance for Cllrs by DALC (3 x Cllrs + Clerk) and 4B: An Overview of Local Councils by DALC (new Cllrs)	22.09.22	02.10.23	Clerk to book Safeguarding and indiv. Cllrs to book DALC courses with support from Clerk	Completed -1A, 2A, 3A, 4A booked. Being a good Cllr booked instead of 4B. Managing difficult people and conversations booked for Chair instead of 2B.
53.23 g and i	Update website with CSG ToFR, SOs and FRs	08.09.23	02.10.23	Clerk	Completed
55.23 a	The Tower: Request update from Devon Building Control	22.09.23	02.10.23	Cllr J. Abbey	Completed
55.23 d i	Pandemic artwork: Liaise with Mr. J. Curtis to ensure the completion/closure of the pandemic artwork project	22.09.23	02.10.23	Cllr I. Mitchelmore	Completed
55.23 d ii, 57.23 a and 57.23 c i & ii	Update budgets and make approved payments for authorisation	08.09.23	02.10.23	Clerk	Completed
58.23 b	Churchyard - access to graves: Liaise with the Treasurer of PCC	08.09.23	02.10.23	Cllr J. Abbey	Completed
58.23 c	Funding and grant applications: Add to October Agenda	22.09.23	02.10.23	Clerk	Completed
65:23 a i to iv	Submit 'no comment' on Planning Applications 2816/23/LBC, 2810/23/LBC, 2882/23/VAR and 2964/23/VAR	06.10.23	06.11.23	Clerk	Completed
66:23 a i	Arrange a November meeting for setting precept/budget and December meeting to complete 3rd quarterly forecasts with Cllr J. Abbey, Cllr P. Osborne and Cllr S. Lange	30.11.23	04.12.23	Clerk	Complete – arranged for 13 th November
66:23 a ii	Prepare asset conditions monitoring forms and send to Cllr I. Mitchelmore and Cllr I. Luscombe	09.10.23	06.11.23	Clerk	Completed
66:23 a iii	Ensure Cllrs responsible for monitoring noticeboards, Facebook pages and Website are made aware of any non-compliance with statutory requirements	Ongoing	N/A	Clerk	Ongoing
66:23 a iv	Provide Cllr I. Mitchelmore, Cllr J. Waters and Cllr I. Luscombe with map of buddle holes, drains and Road Warden schedule of works	13.10.23	06.11.23	Clerk	Completed

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66:23 a vi	Provide map of PROWs, list of agreed PROW works for 2023-24 and Mowing schedule and arrange times to monitor with Cllr S. Lange and Cllr. I Luscombe to monitor PROWs	13.10.23	06.11.23	Clerk	Completed
66:23 a vii	Check 1 st aid equipment located at Edgehill (Clerk's house)	31.10.23	06.11.23	Clerk	Completed
66:23 a vii	Monitor green light on existing defibrillator until installation of new SWAFST defibrillator	30.11.23	06.11.23	Clerk, Cllr P. Osborne & Cllr S. Lange	Completed
66:23 b	Confirm whether Mr K. Widger will continue to lead as Snow Warden	31.10.23	06.11.23	Cllr I. Mitchelmore	Completed
66:23 b	Confirm Highways and Parish Council responsibilities with regards to gritting and snow clearance and find out if payments to farmers are available	13.10.23	06.11.23	Clerk	Completed
68:23 a	Post community grants notices on noticeboards and website and circulate applications to Cllrs for consideration at January's PC meeting	09.10.23	08.01.24	Clerk	Completed
68:23 a	Notify Parochial Parish Council that they do not need to apply for a community grant and arrange payment of £250 towards mowing around war memorial	13.10.23	06.11.23	Clerk	Completed
68:23 b i	Forward any funds that might be applicable to village clubs/groups using the Village Hall to the Village Hall Secretary	Ongoing	Ongoing	Clerk	Ongoing
68:23 b ii	Forward any funds that might be applicable to the Parochial Parish Council directly to their Treasurer	Ongoing	Ongoing	Clerk	Ongoing
68:23 b iii	Investigate whether the Parish Council can obtain a grant to support the Parochial Parish Council with the costs of running the Church Café from April to September as it serves the whole community	31.10.23	06.11.23	Clerk	Completed
68:23 c	Obtain quotes for village drain clean to take place in early December	13.10.23	06.11.23	Clerk	Completed
68:23 d	Order 1x wreath (about £20) for the Church War Memorial and ask Shirley Sullock if she would like to lay the wreath	31.10.23	06.11.23	Clerk	Completed
74:23 a	Forward pictures of personal notes left in bus stop to Chair, check bus stop displays and ensure the bus stop is clean and tidy	06.10.23	06.11.23	Clerk	Completed
53:23 b	Purchase and install SWASFT defibrillator	22.09.22	02.10.23	Clerk	Purchase Complete Installation planned before end of Nov
53:23 e	Community Café. Book hall for Mondays between 2.00 pm – 4.30 pm from Nov 2023 – March 2024, recruit volunteers, place order for sundry items (tea/coffee etc.) and advertise	Book hall 08.09.23 Other actions following PC approval 06.10.23	02.10.23	Clerk	31.10.23 Completed – no volunteers so just Clerk 04.12.23 Several Cllrs, including Cllr P. Osborne, have agreed to volunteer at the

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					Community Café and several parishioners now also kindly help on an ad hoc basis. Their support is much appreciated.
78:23	Ensure parishioners, especially farmers, are aware that a quad bike was stolen from a workshop at Lower Fuge Farm recently and that there have been several other quad bike thefts in South Hams in recent months. Encourage farmers and the public to report anyone acting suspicious on farms and surrounding land as thieves often reconnaissance an area before hand, can be quite brazen and have been known to use drones to do so too. Recommended that equipment, including quad bikes, is well secured/padlocked etc	13.11.23	04.12.23	Cllr J. Waters and Cllr M. Crowson to liaise with farmers Clerk to post on website	Completed Completed
79:23 a i	Forward current and previous HMCF grant applications to Cllr J. Brazil	15.11.23	04.12.23	Clerk	Completed
79:23 a ii	Post advance warning that A379 at Stoke Flemming will be closed during January, February and March so that repairs to the wall can be carried out	10.11.23	04.12.23	Clerk	Completed
79:23 a iii	Remind parishioners to request recycling boxes and food bins (if they are still using blue bags), to not leave cardboard next to recycling boxes for the first couple of weeks and that bins need to be brought to the end of private lanes/roads for collection.	10.11.23	04.12.23	Clerk	Completed
79:23 b i	Remind parishioners to take food waste out from 20th November and that collection dates might change. Encourage parishioners to report any missed services/collections or other complaints directly	10.11.23	04.12.23	Clerk	Completed
81:23 a i	Submit no comment on Planning Application 3098/23/FUL	10.11.23	04.12.23	Clerk	Completed
81:23 b iv	Draft formal complaint to SHDC Planning Department	30.11.23	04.12.23	Cllr J. Abbey and Cllr M. Crowson	Completed
82:23 a	Thank Shop Management Committed and share PC's thoughts about windows in roof of Slapton Community Shop	10.11.23	04.12.23	Clerk	Completed
83:23 a	Book Cranheath for their only available dates (22nd and 23rd January, 1.5 to 2 days @ £1,232.00 to £1,540.00 + VAT)	10.11.23	04.12.23	Clerk	Completed
83:23 b	Publish dates for 2024 PC meetings	10.11.23	04.12.23	Clerk	Completed
87:23 a i	Send conditions report for village assets to Clerk. Cllr I. Luscombe to complete salt levels	13.11.23	04.12.23	Cllr I. Luscombe	Completed
87:23 a iii	Email Cllrs re meeting location for PROW monitoring on Saturday 25 th and Sunday 26 th November	13.11.23	04.12.23	Clerk	Completed
87:23 a iv	Send maps and outline snow plan for Cllrs to complete	15.11.23	04.12.23	Clerk	Completed

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87:23 a v	Arrange time to meet with Cllr S. Lange regarding logo	13.11.23	04.12.23	Clerk	Closed
89:23 a	Confirm costs of portable generator and liaise with Village Hall Committee before submitting application for Emergency Resilience Funding Ask to look at system to establish whether a separate switch would need to be installed to cut off mains grid	20.11.23	04.12.23	Clerk Cllr. J Waters	Closed
89:23 b	Remove overhanging branch on Brook Street.	30.11.23	04.12.23	Cllr I. Luscombe	Completed
89:23 c	Report to Highways that 3 drains/road gulleys are blocked from Townsend Cross to Brook Street, including a drain at the bottom of Brook Street, which has resulted in the garage at Lower Cottage being flooded. Liaise with owners of Lower Cottage Find out if Cllr J. Waters can borrow a vehicle to suck the drains/road gulleys	15.11.23	04.12.23 30.11.23	Clerk Clerk	Completed Complete – vehicle not available
66:23 a ii	Monitor conditions of assets and liaise with Nick Mathias regarding condition of Road Warden assets	31.10.23	06.11.23	Cllr I. Mitchelmore & Cllr I. Luscombe	Completed
66:23 a iii	Clerk to post on CSG Facebook Page	Ongoing	N/A	Clerk	Completed
66:23 a vi	PROW works to be monitored by Clerk, Cllr S. Lange and Cllr I. Luscombe	30.11.23	04.12.23	Clerk, Cllr S. Lange & Cllr I. Luscombe	Completed
66:23 b	Provide maps and an outline snow plan	13.10.23	06.11.23	Clerk	Completed
68:23 b iv	Apply for DCC Devon Emergency Resilience Funding to support development of an emergency plan and possibly towards a generator	31.10.23	06.11.23 Next update 04.12.23	Clerk	Closed
68:23 b v	Investigate the Locality grants and technical support packages available for developing a neighbourhood plan	31.10.23	06.11.23 Next update 04.12.23	Clerk	Completed
74:23 b	Investigate costs and possible funding opportunities to complete the pandemic art project and update Cllrs	31.10.23	Next update 04.12.23	Clerk	Closed
42.1.23 f	Arrange a time and date for Cllr M. Crowson to meet with Nick Mathias before the 2024 P3 grant application to discuss Path 2 Coltscombe	31.10.23	06.12.23	Clerk	Closed
52.23 a i	Logo/branding: Contact a parishioner with the right skill set to establish if they might volunteer their time to support the council with this Organise working party meeting if the parishioner agrees to help and if not to include costings for consideration in October 2024-25 budget discussions	22.09.23	02.10.23	Cllr S. Lange to contact the parishioner Clerk	Completed and added to Dec Agenda

Closed Actions carried forward from the financial year 2022/23

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66-22 41.23 c	<p>NALC/SLCC Dignity at Work</p> <ul style="list-style-type: none"> • Cllrs to read through the SLCC briefing pack • PC to hold a group MS teams session to watch the training videos. Discuss working group training sessions and set dates <p>21.06.23 New Clerk to research Civility and Respect training via NALC and inform Cllrs of options & costs.</p>	Aug 2023	Options shared and to be included in 04/09/23 Agenda as Matters for Discussion to then be included in 02/10/23 Agenda as Matters for Resolution.	Clerk	Complete – see above
72-22 41.23 c	<p>Safeguarding – source supplier (online or webinar). Clerk to contact SHDC and FSC/DALC/NALC</p> <p>NALC LGBT+ equalities training – placeholder date Wednesday 7th February (2-4pm) by zoom. Agree on budget/final attendees in November 2023. Attendee list started. All CSG members to attend. Confirm date and booking to SLCC Natasha Studer £300 ringfenced in the budget. Cost is £375 including VAT</p> <p>21.06.23 New Clerk to identify suitable safeguarding training - £300 budget agreed and ringfenced (minute ref: 148.22)– inform Cllrs of options & costs. The new Clerk has noted that the ringfenced budget was minuted for Safeguarding training only. The new Clerk will investigate whether SLCC can broaden the scope of LGBTQ+ training - to include all protected characteristics as part of wider diversity, equality and inclusion training – and inform Cllrs of options & costs. New Clerk to liaise with other local Clerks to identify what training and professional development their Cllrs participate in and to determine interest in diversity, equality and inclusion to reduce costs.</p>	Aug 2023	Options shared and to be included in 04/09/23 Agenda as Matters for Discussion to then be included in 02/10/23 Agenda as Matters for Resolution.	Clerk	Complete – see above
73-23	<p>Winter Community Café – Mondays at the Hall.</p> <ul style="list-style-type: none"> • £1181 grant ringfenced and project budget set out. • Dates: Start 6th November after the clocks go back. Budget will cover to the end of Feb / March. • Can the village hall offer a discounted rate? Offer storage space and loan the use of the pool table? • Parishioner has donated a Nespresso coffee machine. £180 in the budget just in case this fails / will need a PAT test. • CSG volunteers to run (Lou/Zia/Shirley Haskins). Need a first aider – may need to go on a low-cost course. 				

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	<ul style="list-style-type: none"> • <i>Book village hall – need to agree later time to avoid most of the Post office opening time. Suggested 2.30pm - 5pm</i> <p>21.06.23 The new Clerk to liaise with CSG if PC resolves that Community Café should go ahead in 23-24. If PC votes against Community Café, the Clerk to arrange for the grant to be returned.</p>	Sept 2023	Include in 04/09/23 Agenda as Matters for Resolution.	Clerk	Completed 04.09.23