

Open actions year end 24-25

| Minute ref | Action | By when | Next report | By whom | Status |
|----------------|--|----------------------|-------------|--|--|
| 5:24 a ii | Share maps of the proposed alternative inland routes at the Annual Parish meeting and ask parishioners for their thoughts/comments | 25.04.24 | None | Clerk to prepare maps | Completed |
| 5:24 b ix | Confirm meeting date with Planning Department and let Clerk and Cllr Lawford know | 12.04.24 | 13.05.24 | Cllr Abbey | Completed |
| 7:24 a ii to v | Submit comments on planning applications | 11.04.24 | 13.05.24 | Clerk | Completed |
| 8:24 a iii | Prepare PCs presentation for APM, including planning for Cllr Mitchelmore, SLP for Cllr Crowson, finance and accounting for Clerk and everything else for Cllr Abbey. Send to Cllrs ahead of APM | 19.04.24 | 13.05.24 | Clerk | Completed |
| 8.24 a iv | Create, print and distribute posters for APM | 16.04.24 | 13.05.24 | Clerk | Completed |
| 8.34 a v | Liaise with shop re drinks for APM Prepare nibbles – ask parishioners to help too | 18.04.24 25.04.24 | 13.05.24 | Clerk Cllrs | Completed |
| 8:24 b i | Deerbridge to Start: Site visit and follow up with landowners, Highways, Environment Agency and Tree Wardens | 19.04.24 | 13.05.24 | Cllr Abbey and Clerk site visit Clerk to liaise | Site visit and contact with Highways & Tree Wardens completed. To do: Highways want individual potholes, missing stretches of road and obstructions reported individually To do: Contact Envt Agency |
| 8:24 b i | Slapton to Deerbridge: Find out who owns the land where the wall/bank has collapsed. Clerk to ask Patsy Edgecombe, Cllr Mitchelmore to ask Keith Widger and Cllr Waters to ask Colin | 03.05.24 | 13.05.24 | Clerk, Cllr Mitchelmore and Cllr Waters | Cllr Mitchelmore Completed and landowner aware |
| 8:24 b i | Unstable bank and unruly vegetation on Brook Street: Complete land registry search to ascertain ownership before contacting landowner | 03.05.24 | 13.05.24 | Clerk | To do |
| 8:24 b i | Hedges overhanging yellow line on Sands Road opposite the Park and Walk: Contact Campsite to discuss possibility of cutting | 03.05.24 | 13.05.24 | Clerk | Cut before being requested to do so (should have waited until after end of July!) |
| 8:24 b ii | Damage of verge opposite FSC: Add restoration of verge to June agenda | 27.05.24 | 03.06.24 | Clerk | |
| 8:24 b ii | Permanently blocked drain at Townsend Cross: Contact DCC's Neighbourhood Highways Officer to request their expertise and support | 03.05.24 | 13.05.24 | Clerk | Completed |

SLAPTON PARISH COUNCIL – MEETING ACTIONS REGISTER (year end 24-25)

Last updated: 05/05/24

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|---------------|---|----------|-------------|---|---|
| 8:24 b iii | Missing 'No Overnight Sleeping' signs at Park and Walk: Ask Nick Mathias to retrieve posts from store and drop off at Clerk's house, make new signs and ask Cllr Luscombe if he would be happy to reinstall the posts on behalf of the PC | 03.05.24 | 13.05.24 | Clerk and Cllr Luscombe | To do |
| 9:24 a to h | End of year documentation: finalise, submit to auditors and upload to website | 26.04.24 | 13.05.24 | Clerk | Completed |
| 12:24 a iii | Newton Cross to Thorn Cross: Conduct a site visit and record/photograph road condition so that the Clerk can liaise with DCC's Neighbourhood Highways Officer | 19.04.24 | 13.05.24 | Cllr Abbey to carry out site visit Clerk | Completed To do: Highways want individual potholes, missing stretches of road and obstructions reported individually |
| 15:24 a and b | Make payments via online banking | 09.04.24 | 13.05.24 | Clerk Cllr Abbey to authorise | Completed |

Open actions carried forward from year end 23-24

| Minute ref | Action | By when | Next report | By whom | Status |
|----------------------------|---|----------|---|--|---|
| 146:23 a | 80 th Anniversary of D-day: Find out if Exeter University will record their talk on Operation Tiger and make it available to the public/parishioners | 03.06.24 | 03.06.24 | Cllr J. Abbey/Clerk | Status update required |
| 87:23 a ii and 152:23 a iv | 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 – still needs finalising when time permits |
| 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 Cllr P. Osborne has emailed repeatedly and had no response |

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| 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 |

Open actions carried forward from year end 22-23

| 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</i> | Oct 2023 | 04.12.23 | Cllr J. Abbey | Status update required |