

SLAPTON PARISH COUNCIL – MEETING ACTIONS REGISTER (year end 26-27)
Last updated: 30.06.2026
Open actions year end 26-27

Minute ref	Action	By when		Next report	By whom	Status
SEP26:7b	Cllr Fletcher to work with the clerk to produce a new procedure for signage requests	02.11.26		05.10.26	Cllr Fletcher and Clerk	
SEP26:7d	Cllr Hallett to attend Being a Good Councillor webinar series	31.01.26		05.10.26	Cllr Hallett and Clerk	
SEP26:7e	Clerk to book defibrillator training for second or third Wednesday of October			05.10.26	Clerk	
SEP26:7f	Cllrs Mitchelmore and Lange to advertise for volunteers and create rota			05.10.26	Cllr Mitchelmore and Cllr Lange	
SEP26:7g	Cllr Abbey and Cllr Osborne to meet with residents to complete a proposal form for the bus shelter alongside the clerk	03.11.26		05.10.26	Cllr Abbey, Cllr Osborne, Clerk	
SEP26:8d	Clerk to send letter awarding NM contract for road warden duties and mowing, alongside letter of thanks and to request all necessary certification	30.09.26		05.10.26	Clerk	Completed
JUL26:11	Clerk to obtain confirmation from SHDC that all identifying information regarding an informant will be redacted in full should a FOI request be submitted.	07.09.26		07.09.26	Clerk	Completed
JUL26:12	PC to look at funding for Deer Bridge Dredging	02.11.26		02.11.26	Cllr Abbey	Clerk sent information to Cllr Abbey
8:26b+c	Clerk to book parish hall for APM and Annual Meeting of the Parish Council	29.04.26		06.05.26	Clerk	Completed
8:26a	Clerk to purchase software			06.05.26	Clerk	Waiting to be able to be without laptop
7:26e	Clerk to email Nick Mathias to request contract extension	06.05.26		06.05.26	Clerk	Extension confirmed, extension to 30 th September requested. Complete.
7:26c	Clerk to find out is defibrillator training can take place at weekends. Previous training session was cancelled by supplier. New training session to be booked for October (JUL26:7b)	07.09.26		07.09.26	Clerk	Waiting for dates. Kev is still unwell Paul Northey is trying to source volunteer trainer. No responses to emails.
6:26aii	Clerk to submit planning response 0798/26/FUL	16.04.26		06.05.26	Clerk	Completed
6:26ai	Clerk to submit planning response 0561/26/HHO	29.04.26		06.05.26	Clerk	Completed

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145:25	Clerk to find dates available for APM and Annual Meeting of the Parish Council. Calendar checked and unavailable dates shared with councillors with hall treasurer and bookings email address copied.	13.04.26		13.04.26	Clerk	Completed
143:25	Submit PC response (no comment) on planning application 0369/65/VAR	19.03.26		13.04.26	Clerk	Completed
130:25	Submit planning response	19.02.26		02.03.26	Clerk	Completed
132:25a	Complete employment checks and references for new Clerk/RFO	23.02.26		02.03.26	Clerk	Completed
134:25c	Update Parish Emergency Plan	23.02.26		02.03.26	Clerk	Partially completed – Cllrs to check vulnerable list
134:25d	Chase SHDC regarding repair of playpark gate at Greenbanks	27.02.26		02.03.26	Chair	Cllr Lawford has escalated to Rob Sekula at SHDC, who is sourcing a repair
134:25e	Arrange repair of Chair's laptop. New laptop purchased for the Chair. Now need to purchase software.	asap		13.04.26	Clerk	Completed
135:25c	Investigate free source of scalpings and compactor hire costs. No free scalpings available. Council resolved to spend a maximum of £250 to fill the worst of the holes 145:25d	27.02.26		02.03.26	Cllr Harris and Cllr Hallett	Scalpings delivered, Cllr Hallett looking to source large scalpings and Cllr Harris will review next step during wet weather
137:25c	Liaise with landowners and contractor re flooding works (Alston/Dittiscombe & Dearswell)	27.02.26		02.03.26	Cllr Harris	
83:25 c	Continue to share Highways issue photos with Slapton Line Partnership (Lou Hoskins)	Ongoing		Ongoing	Chair	Ongoing
67:25 c	Begin preparing documents necessary to register 3x small parcels of public land in the village	Ongoing		Ongoing	Clerk	Ongoing – maps prepared
53:25 (d)	Get quotes for repair of damage to the bus shelter on Sands Road. The bus shelter has now been repaired.	31.10.25		03.11.25	Clerk	Complete

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Minute ref	Action	By when		Next report	By whom	Status
12:25 b	Report to PC on signage survey				Cllr Abbey	To be deferred until after further discussions with DCC Highways

Closed or completed actions year end 25-26

Minute ref	Action	By when	Next report	By whom	Status
119:25 c	Book annual village clean with Cranheath (2nd week Dec 2026)	17.01.26	02.02.26	Clerk	Completed. Cranheath have pencilled it in for 15 th and 16 th Dec 2026 but it will be weather dependent. This will need to be confirmed a few weeks before. Remember notices will need to go up around the village and on cars the night before.
119:25 e	Commission risk assessment for bus shelter (if suitable contractor identified)	17.01.26	02.02.26	Clerk	Emailed Lisa Edmonds x 2 requesting info re contractors. Highways don't recommend 'approved' contractors. Suggested googling road safety auditors so I have done that (see Clerk's report).
77:25 a (iii)	Review proposed DCC Highways draft protocol (re Parish autonomy) and submit Parish Council comments	31.10.25	03.11.25	Clerk	Emailed DALC 20.10.15 to request a copy – they are unaware of the draft protocol but will follow it up
9:25 b	Contact SHDC about possible relocation of dog bin on green at Brandis Park.	05.05.25	12.05.25	Clerk	Emailed enquiries 08.04.25 no response to date.
27:25 a	Add full cut of Alexanders from Camp Site to beach along Sands Road to December agenda, with a view to arranging for both sides of the path to be fully strimmed in late January or early February.	21.11.25	01.12.25	Clerk	