

COPYTHORNE PARISH COUNCIL MEETING – TUESDAY JANUARY 12TH 2021

Item 8 – Update on agreed actions arising from minutes of meeting of Copythorne PC held on Dec 8th 2020

201/20 To Approve the Minutes and agreed actions of the Meeting of November 10th 2020

ACTION – Clerk to ensure that the minutes are signed by the Chairman

The Chairman signed the minutes.

204/20 To receive and approve a report on the Splitwind Pond Maintenance Programme

ACTION – Clerk to chase Catts Tree Care for a date for work regarding the Goat Willow removal and for their quote for the other works agreed.

The Clerk has chased Catts Tree Care by both phone and e-mail and awaits a response.

205/20 To receive and approve a report on the Speed Indicator Device Replacement

ACTION – Clerk to progress purchase early in 2021/22 Council Year.

The Clerk will undertake this action in due course.

206/20 To receive and approve a report on Parish Online – Mapping Software

ACTION – Clerk to progress the recommendations

Following the Christmas and New Year break the Clerk is now progressing these actions.

207/20 To receive and approve an updating report on the NFDC Draft Waste Strategy.

ACTION – Clerk to send an e-mail to NFDC using Cllr. Herra's report, including the four requests.

The Clerk has completed these actions and shared the response from NFDC with all members

208/20 a. To receive and agree the Bank Reconciliation for November 30th 2020

ACTION – Clerk to ensure that the reconciliation is signed by Cllr. Herra

Cllr. Herra signed the reconciliation

b. To receive and agree the Payments Schedule for December 2020

ACTION – Clerk to ensure schedule, electronic payments instructions and cheques are signed by Cllrs. Lucas & Herra.

Cllrs. Lucas & Herra signed & returned the schedule; Electronic Payment Instructions and the cheques.

210/20 To receive and approve a review of the "Terms of Reference for representing the Parish Council on Outside Bodies" (the new "ToR")

ACTION – Clerk to await comments from members; revise the proposed new ToR and present a fresh report at a future Council meeting.

The Clerk has received one comment from members. A revision of the proposed new ToR, to be presented at a future Council meeting, is in hand.

213/20 Councillors Reports

ACTION – Clerk to discuss the issue raised by Cllr. Rhodes with HCC Highways and report back to all members.

The Clerk has - via County Cllr. Edward Heron - raised the issue with HCC Highways who advised on January 4th 2021 that the request doesn't meet their criteria for signage. HCC Highways response has been passed on to all members and the local resident who raised the issue with Cllr. Rhodes.

216/20 CONFIDENTIAL ITEM – Staffing Matter

ACTION – Clerk to action the approved recommendations

The Clerk has completed these actions.