

**COPYTHORNE PARISH COUNCIL MEETING – TUESDAY MARCH 9TH 2021**

**Item 8 – Update on agreed actions arising from minutes of meeting of Copythorne PC held on Feb 9<sup>th</sup> 2021**

**28/21 To Approve the Minutes and agreed actions of the Meeting of December 8th 2020**

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

The Chairman has signed the minutes

**29/21 Matters arising from the Minutes of the previous meeting**

205/20 New Speed Indicator Device - The Clerk will undertake this action in due course (2021/22 budget).

10/21 These actions have now been completed

12/21 These actions have now been completed.

**31/21 a. To receive and agree the Bank Reconciliation for January 31<sup>st</sup> 2021**

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

Cllr. Wiggins signed the reconciliation

**b. To receive and agree the Payments Schedule for February 2021**

**ACTION – Clerk to ensure schedule and electronic payments instructions are signed by Cllrs. Lucas & Wiggins.**

Cllrs. Lucas & Wiggins Chillcott signed & returned the schedule and Electronic Payment Instructions.

**33/21 To nominate a representative to attend the “Local Cycling and Walking Infrastructure Plan workshops”**

**ACTION – Clerk to notify NFNPA of our representative and add the details to the Parish Council website.**

The Clerk undertook the required actions.

**34/21 To receive and approve a report on the distribution of COVID-19 support funds from NFDC**

**ACTION – Clerk to contact the six recipients to arrange distribution of funds agreed.**

The Clerk undertook the required action.

**36/21 Chairman’s Report**

**ACTION – Clerk to provide details of the e-mail exchange as requested.**

The Clerk undertook the required action.

**37/21 Councillors Reports**

**ACTION – Clerk to write to the business mentioned in Cllr. Goodwin’s report as requested.**

The Clerk undertook the requested action and the business has completed the required work