

Shutford Parish Council
Summary of Actions from meeting on 19th July 2018

Minute Ref	Who	What	Status
18/036/1	Debbie Pitt	Speed gun 1. Inform Horton PC of decision of not participating in scheme	Done
18/036/2	David Best David Best Debbie Pitt	Weavers Row Land 1. Chase Estates Officer at CDC regarding footpaths 2. Contact insurers to confirm if any addition to premium 3. Pass on the name of the Western Power contractor to Bob Squires so he can inform them about his tree	Done – emailed Done – Insurers confirm covered on existing policy if land maintained by Shutford PC Done Chased Western Power re cutting down tree. The tree surgeons were informed end of July. WP is chasing
18/036/4	PRIORITY ACTION Ashley, Carolyn, Sandy Ashley Taylor Carolyn Rann	Dairyground 1. Dairyground working party to re-look at the playground equipment when ROSPA report comes in 2. Temporary tidying of surfaces around swings and see-saw 3. Research playground grant makers	ROSPA report in and meeting took place. Meeting held with a smaller supplier Swing seats cleaned, anti pigeon tape on top bars of swings put up. Surfaces swept Carolyn has written a report for PC meeting
18/036/5	Debbie Pitt George Reynolds Kirsten Parish and Gordon Freeman	John Yeoman's Bench 1. Ask Anne Yeoman where she would like it located 2. Procure angle iron to secure bench into concrete 3. Organise working party to install (two volunteers at meeting)	Hole and concrete completed Fitting of the brackets and should be done w/e 22 nd Sept
18/037/3	David Best	Assets Report 1. Establish write down policy and insurance value requirements 2. Amend list	Done – replacement value required by insurers. Should also have write down column. Outstanding
18/038/1	Helen Nixseaman	Defibrillator 1. Obtain more information from Village Hall committee for clarification of costs of steps to church project.	Helen has a written a report to be discussed at PC meeting

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18/038/2	Debbie & Tom Parrish	Allotments 1. Steve Lock – Ask Brian Turner if he is willing to give up his allotment & confirm to Steve Lock if he can locate his greenhouse on it. 2. Janice Lydon – Establish if allotment that Janice Lydon has requested is available and advise. 3. Un-attended Allotments – Contact tenants to ask them to cultivate or if they wish to give them up 4. Allotment Associations – research workings and implications of forming an association	Done, Steve now started to cultivate half the plot and Tom Bird the other half
18/038/3	Debbie & Tom		
18/039/1	Debbie & Tom		Status to be presented at next PC meeting
18/039/1	David		Done – document to be sent to Councillors
18/039/4	David	Damaged Road Signs – Contact CDC to replace	Requested CDC to replace. Got a quote for non council signs to be discussed at next PC meeting
18/039/5	David	Faded White Road Markings – contact OCC Highways to re-line.	Requested OCC to replace
Other	David	Issue contacts list for Councillors with email, telephone and address	Done