

Full Council Meetings Action Log

2023/2024

Completed actions

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do	Date completed
A1	126/24		CLRs to review Council policies prior to March meeting	All CLRs	Ongoing	12/03/2024
A2	127/24	13/02/2014	Contact BTP regarding recent vandalism / update from CCTV	Clerk	contacted via online chat	
A3	127/24	13/02/2024	Contact Southern Water regarding sewer plan for the village/The Parsonage	Cllr Summersgill & Clerk	Cllr Summersgill to assist clerk with drafting letter. Letter sent 11th March 2024	
A4	127/24	13/02/2024	Review library status	CLRs Adam, Boswell and Robertson	To meet to discuss	
A5	127/24		Cllr Rabot to be MPC's representative on the Maidstone IAG	Clerk & Cllr Rabot	Clerk to contact Maidstone IAG with Cllr Rabot's details	14/02/2024
A6	127/24		Local Council Award Scheme: review Value for Money statement	Cllr Tippen & Clerk	Clerk to also ascertain what else is required for submission. CLRs resolved that all documentation was in place to submit	12/04/2024
A7	127/24		Open Morning/Consultation 9/3/24	All CLRs, Clerk & Deputy Clerk	Gather papers etc together for C/Rooms, Elections and ISP	09/03/2024
A8	127/24		Parish Winter Support Grant	Clerk	Form to be completed for Foodbank donation	16/02/2024
A9	128/24		Planning application: 24/500346/MOD106	Clerk	To respond before closing date of CLRs comments	14/02/2024
A10	128/24	13/02/2024	Planning application: 20/505751/EIFUL	Cllr Turner	To draft statement and attend MBC Planning Committee 15/2/24	Statement drafted 14/2/24 deferred from MBC Planning Committee meeting
A11	129/24		Marden Conservation Area consultation	Clerk	Respond prior to closing date	14/02/2024
A12	129/24		Marden Conservation Area consultation	Clerk	Contact MBC regarding differing closing dates	14/02/2024
A13	130/24	13/02/2024	CCLA	Clerk	arrange to open new account - on 11/6/24 agenda	

A14	130/24	Four Year Financial Business Plan	Clerk	Update Plan from Finance Committee recommendation		Agreed March 2024
A15	138/24	13/02/2024	Raise police concerns (cc Inspector)	Clerk	Emailed	
A16	138/24	Local Council Award Scheme: draft application	Clerk	Finalise application following APM submit to April FC		Resolved to accept document: 12th April 2024
A17	138/24	13/02/2024	ACV meeting to be arranged	Clerk/Cllrs	Arrange meeting following elections	
A18	138/24	13/02/2024	Risk Assessments - review format	Clerk	To be done - date not fixed	
A19	141/24	12/03/2024	Review Cloudy IT annual support 2025/26	Clerk/Finance	prior to 25/26 budget meeting	
A20	142/24	Arrange meeting with representatives regarding parking/traffic in Goudhurst Road	Cllrs			Meeting held 15th April 2024 at 3.15pm
A21	142/24	12/03/2024	Respond to Kent Highways regarding HIP	Clerk	Teams Meeting arranged 10/6/24	
A22	142/24	Request copy of timetable from SE	Clerk	Emailed 30/4/24		Received 7/5/24
A23	149/24	Submit LCAS application to NALC	Clerk			Submitted 15/4/24
A24	149/24	Update Terms of Reference	Clerk			Updated 15/4/24
A25	150/24	09/04/2024	Review format of APM	Clerk/Cllrs	Emailed 30/4/24	
A26	153/24	Contact Borough/County Cllrs re parking at Church Green (email from dentist)	Clerk	Contacted Borough, County and Police	All three have spoken to dentists with options available.	Completed
A27	153/24	09/04/2024	Review faint yellow lines in village	Cllrs	To report to the Clerk	
A28	153/24	09/04/2024	Speedwatch - review list of volunteers	Clerk	Arrange training. Clerk liaising with Cllr Summersgill as co-ordinator	
A29	153/24	09/04/2024	South Eastern grants for biodiversity: obtain further information	Clerk/Cllr Boswell	Contacted South Eastern regarding 16/4/24 - response received meeting 20/6/24 with SE rep, Clerk and Cllr Boswell	

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A30	009/24	07/05/2024	Update Committees/Sub-Committees on Structure document and website	Clerk		09/05/2024
A31	010/24	07/05/2024	Update Sub-Groups/Outside bodies on Structure document and website	Clerk		09/05/2024
A32	013/24	07/05/2024	Arrange meeting with Noah Ovenden (Redrow) to discuss allotments	Clerk	Emailed 9/5/24 - meeting held 6/6/24 - report to 11/6/24 meeting	
A33	014/24	07/05/2024	Arrange Sub-Group meetings for Byelaws, ACV and Emergency Planning	Clerk	Emailed Cllrs 9/5/24 for dates	
A34	014/24	07/05/2024	Arrange Sub-Group meetings for Cemetery and Communications	Deputy Clerk	Comms meeting held 4/6/24 / Cemetery to be arranged	
A35	016/24	07/05/2024	Submit AGAR to External Auditors	Clerk	Emailed 23/5/24	23/05/2024
A36	016/24	07/05/2024	Advertise AGAR on website and notice boards	Clerk/Admin Asst.	Website: 23/5/24 Noticeboards: 30/5/24	30/05/2024