

**Full Council Meetings Action Log
2023/2024**

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do	Date completed
A3	127/24	13th February 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. Cllr Summersgill taken a copy to SW meeting (10/7/24) MS liaising with other SW contacts (Aug 2024)	
A4	127/24		Review library status	Cllrs Adam and Boswell and Robertson	To meet to discuss	
A18	138/24		Risk Assessments - review format	Clerk	To update prior to next review in January 2025	
A19	141/24	12th March 2024	Review Cloudy IT annual support 2025/26	Clerk/Finance	prior to 25/26 budget meeting	
A25	150/24	9th April 2024	Review format of APM	Clerk/Cllrs	Review in January 2025	
A27	153/24		Review faint yellow lines in village	Cllrs	To report to the Clerk	

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A33	014/24	7th May 2024	Arrange Sub-Group meetings for ACV, Byelaws and Resilience Planning	Clerk	Emailed Cllrs 9/5/24 for dates: Byelaws 13/7/24 at 9am. Resilience Planning 10/2/25 ACV to be arranged	
A37	024/24	9th July 2024	Cllrs and office staff to undertake Carbon Literacy Training	All	Look at SLCC training	
A71	076/24	12th November 2024	Cllr Rabot to liaise with Police regarding future police surgeries in the village	Adrian		
A79	088/24	10th December 2024	Flooding under Pattenden Lane railway bridge	Ali	Raise with Kent Highways / Network Rail at next meeting	
A85	092/24		Fingerpost repair	Kate/Ali	Contact contractor to confirm acceptance of quote for works - cast iron not to be used - Cllrs discussing alternatives 11/2/25	
A86	092/24		Meeting with South Eastern	Ali/Richard	Confirm Richard will attend F2F meeting - ? Microsoft Teams availability Member of staff left - rearrange for March	
A92	102/25	14th January 2025	Highways consultation	Cllr Newton - Accessibility Cllr Tippen - Highway Maint. Cllr Adam - Public Transport Cllr Summersgill - Road Safety Cllr Rabot - Walking/Cycling	Response required by 28/2/25	
A95	105/25		Report fading white lines to Kent Highways	Ali	Maidstone Road; Chantry Road junctions / Zebra crossing reported. View other areas (utility work) where lines are faded	