

## Silverton SPC – Action Plan Start NOVEMBER 2025

| No                                                                     | Minute No. | Date of decision | Action Required                                                                             | Update                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Status   |
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| <b>100 – TRAFFIC, TRAVEL &amp; TRANSPORT – Cllr Josh Wright</b>        |            |                  |                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |          |
| <b>110 – Road Condition and Repairs (Traffic Safety Working Group)</b> |            |                  |                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |          |
| 111                                                                    | 113267     | 7.12.2020        | Monitoring of road repairs from Park Road to Red Cross – has Deed of Easement been drafted? | <p><b>26.02.2025</b> – County Cllr Squires sent an email to the Local Highways Office asking for an update</p> <p><b>25.5.2025</b> – County Cllr Keable has been asked to chase</p> <p><b>30.06.2025</b> – County Cllr Keable has established that a site visit took place on the 28.05.2025 and the matter has been passed to the DCC drainage design team to discuss options. The Deed of Easement issue remains on-going.</p> <p><b>26.10.2025</b> – no update since October meeting</p>                                                                                                                                                                                |          |
| 112                                                                    | 113689     | 03.04.2023       | Condition of Park Road to Red Cross                                                         | <p><b>06.10.2024</b> – first noted.</p> <p><b>25.05.2025</b> – County Cllr Keable to chase</p> <p><b>30.06.2025</b> – Site visit on 28.05.2025: the issue is a private duck pond. The matter has been passed to another DCC team to deal with the land drainage issues. Only when these have been resolved can the drainage issues be addressed and patching take place.</p> <p><b>26.10.2025</b> – no update since October meeting</p>                                                                                                                                                                                                                                    |          |
| 113                                                                    | 113922     | 30.08.2024       | Agreed to contact volunteers of the Road Warden Scheme with an update                       | <p><b>06.10.2024</b> – Volunteers were updated</p> <p><b>27.01.2025</b> – Road warden specification drafted and circulated to Cllrs on 6 January 2025.</p> <p><b>26.02.2025</b> – An “Information Pack” is being compiled for distribution at Mini–Markets</p> <p><b>03.04.3035</b> – on going. Mr Foster did not wish to prepare a survey of the potholes in the village</p> <p><b>25.05.2025</b> – relevant information on volunteers passed to Cllr Ward</p> <p><b>29.08.2025</b> – Letter for potential volunteers drafted by Cllr Ward.</p> <p><b>30.09.2025</b> – Cllr Ward to update meeting</p> <p><b>26.10.2025</b> – no update. Cllr Ward to update meeting.</p> | <b>D</b> |

| No  | Minute No. | Date of decision | Action Required | Update                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Status |
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| 114 | 114210     | 03.02.2025       | Roach Lane      | <p><b>26.02.2025</b> – District Cllr Wright to update meeting re gravel and mud which comes down Roach Lane during periods of heavy rain</p> <p><b>25.05.2025</b> – Cllr Keable has been asked to investigate.</p> <p><b>30.06.2025</b> – DCC has carried out minor pipe clearance at the bottom of Roach Lane which will help in a small way with the amount of runoff. The bigger issue is on private land. The Highways Officer has a patching scheme in, but needs the land drainage and discharge matters resolved first.</p> <p><b>30.09.2025</b> – no update.</p> | OH     |

| 120 – Traffic and Pedestrian Safety (Traffic Safety Working Group) |                  |                         |                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |
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| 121                                                                | 113744           | 03.07.2023              | “20 is Plenty” scheme           | <p><b>01.10.2023</b> – SPC to monitor possible funding to permit an application to be formally made to change speed limit in the village. Also watch out for lobby groups and campaigns which SPC can join.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | OH |
| 122                                                                | 113764           | 06.12.2023              | Speedwatch Group                | <p>06.10.2024 – further volunteers required. 26.11.2024 – on hold until further volunteers come forward and the Silverton Speedwatch Group can be formed.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | OH |
| 123                                                                | 113877<br>113958 | 13.5.2024<br>02.10.2024 | Pedestrian safety on Upexe Lane | <p><b>06.10.2024</b> – requested submitted via County Cllr M Squires</p> <p><b>02.10.2024</b> Request “Pedestrian” signs for junction with A396 and Upexe Road and one at the top of Exeter Road</p> <p><b>26.11.2024</b> – DCC confirmed SPC can fund and erect signs to help with pedestrian safety. Any signage would need to be agreed by DCC. County Cllr M Squires agreed if a Locality Grant application is submitted and it is approved she will agree a figure of £300.00 towards the cost of the signs.</p> <p><b>26.02.2025</b> – a request placed in the Parish Magazine asking people to wear bright clothing when walking on Upexe Road.</p> <p><b>03.04.2025</b> – The Sub-Committee met and Cllr Ward had circulated notes of the meeting</p> <p><b>09.05.2025</b> – no change</p> <p><b>09.06.2025</b> – Sub-Committee to report.</p> <p><b>30.09.2025</b> – Sub-Committee to report.</p> <p><b>26.10.2025</b> – Sub-Committee to report.</p> | D  |

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| 124 | 114014(a)<br>114028(a) | <b>06.01.2025</b><br><b>13.01.2025</b> | Clerk to contact Local Highways Officer for guidance as to appropriate signs/location for the signs and siting of one solar light onto Upexe Lane | <b>27.01.2025</b> – meeting held with the Local Highways Officer and County Cllr M Squires. Notes to follow.<br><b>29.08.2025</b> – location site images sent to the Local Highways Officer and a response is awaited<br><b>03.04.2025</b> – awaiting guidance from DCC re siting of signs.<br><b>25.05.2025</b> – County Cllr Keable has been asked to chase as to appropriate siting of signage<br><b>30.06.2025</b> – County Cllr Keable has confirmed the Highways Officer is happy to meet on site. Date to be agreed for meeting with Traffic Sub-Committee<br><b>29.08.2025</b> – location site images have been sent to the Local Highways Officer and a response is awaited<br><b>30.09.2025</b> – awaiting response from s to siting of signs<br><b>26.10.2025</b> – no update since October meeting |          |
| 125 | 114230(i)              | <b>03.02.2025</b>                      | Speeding at Ellerhayes                                                                                                                            | <b>26.02.2025</b> – Email sent to County Cllr Squires requesting initial speed monitoring be carried out and thereafter, if appropriate, a SCARF assessment.<br><b>03.04.2025</b> – no update<br><b>05.05.2025</b> – County Cllr Keable to check the current position<br><b>30.06.2025</b> - a handheld survey will be carried out in the near future, but no date given.<br><b>30.09.2025</b> – no change. County Cllr Keable to update meeting regarding a date.<br><b>26.10.2025</b> – no update                                                                                                                                                                                                                                                                                                            | <b>D</b> |
| 126 | 114365                 | <b>06.10.2025</b>                      | Possible provision of drop kerbs in Applemede                                                                                                     | <b>26.10.2025</b> – County Cllr Keable to update                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |          |

### 130 – Public Transport

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| 131 | 113877 | <b>13.05.2024</b> | Request for a bus shelter at the junction of Upexe Lane and A396 | <b>06.10.2024</b> – Broad Oak Group looking into providing bus shelter. Plans are being drafted and will be submitted to DCC for approval – <b>no update</b><br><b>26.11.2024</b> – monitor until seasoned oak was available from the Broad Oak Group |  |
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| 132a                                                    | 113949       | 02.09.2024 | Request to DCC for a bus bay outside The Meads (also new bus pole in School Road)                          | <p><b>04.01.2025</b> – DCC provided an update: with regard to the new bus pole in School Road there is currently confusion as to who owns the triangle of land on which the pole is to be erected. Investigations are on-going. DCC has confirmed the work is being allocated to the spreadsheet but the line marking at The Meads and the poles may take time.</p> <p><b>29.08.2025</b> – Clerk has chased for an update and a response is awaited</p> <p><b>26.10.2025</b> – Clerk awaiting update</p>      |    |
| 132b                                                    | 113949       | 2.09.2024  | Request to DCC for a new timetable holder to be affixed to the back wall of the bus shelter in the Square. | <p><b>25.05.2025</b> – the Integrated Public Transport Officer has confirmed a transition with its supplier ownership has now been resolved. He has been informed there is a 4-6 week window from 12<sup>th</sup> May 2025 during which he is expecting a large delivery and hopefully the new timetable holder will be received at that time.</p> <p><b>30.06.2025</b> – no change. 6 weeks was 23<sup>rd</sup> June.</p> <p><b>29.08.2025</b> – Clerk to chase</p> <p><b>26.10.2025</b> – Clerk chasing</p> |    |
| 133                                                     | 113646(17)   | 09.01.2023 | Revised Stagecoach bus timetable – keep on Action Plan                                                     | <b>12.5.2024</b> – no action required at this stage                                                                                                                                                                                                                                                                                                                                                                                                                                                           | OH |
| 134                                                     | 113858       | 08.04.2024 | Clerk to chase County Cllr Squires as to the date when subsidies will be considered                        | <p><b>26.11.2024</b> – chasing email sent to County Cllr Squires</p> <p><b>25.05.2025</b> – County Cllr Keable has been asked to confirm the date(s) when subsidies are considered.</p> <p><b>30.06.2025</b> – County Cllr Keable is making enquiries – no update yet.</p> <p><b>01.09.2025</b> – Still no update</p> <p><b>30.09.2025</b> – County Cllr Keable to update meeting</p> <p><b>26.10.2025</b> – County Cllr Keable to update meeting</p>                                                         | D  |
| <b>200 – COMMUNITY SPACES &amp; ACTIVITY</b>            |              |            |                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |
| <b>210 – Big Rec (Vicki Maylan &amp; Ruth Harrison)</b> |              |            |                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |
| 214                                                     | 113880(b)(x) | 13.5.2024  | Smart Meter in Tennis Hut                                                                                  | <b>30.06.2024</b> – no further update re a smart meter being fitted. See also 219.                                                                                                                                                                                                                                                                                                                                                                                                                            | OH |

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| 219 | 113996 | <b>02.12.2024</b> | Request by Football Club to have an electric point in the Tennis Hut to provide teas/coffees at matches | <p><b>26.02.2025</b> – Football Club has 2 electricians prepared to carry out the work and both verbally stated that the work is easily performed. Rob Jones has contacted DAAT and is chasing.</p> <p><b>01.06.2025</b> – The Football Club has a written response from the DAAT confirming it is OK with a spur being taken off from the existing electrical ring, providing that the electrician is happy that the DAAT light and remove GSM switching systems won't be affected by the works then DAAT are happy for the works to proceed.</p> <p><b>29.08.2025</b> – awaiting an update from the Football Club</p> <p><b>01.10.2025</b> – The Football Club has confirmed it now has electricity on the DAAT supply and therefore going forward the electricity bill should be paid by them, A start date for payment has been suggested from the 1<sup>st</sup> October 2025.</p> <p><b>26.10.2025</b> – SPC is proposing a date of 1<sup>st</sup> Jan as bill us currently in credit. Agenda item</p> | <b>A</b> |
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| 219a | 114226 | <b>03.02.2025</b> | <p>Request by Football Club to extend the old Tennis Hut in order to store a Portaloo behind closed doors. If this not feasible a request made to build a stand alone toilet block near the Tennis Court</p> | <p><b>26.02.2025</b> – answer from Football Club (FC) circulated to Cllrs</p> <p><b>03.04.2025</b> – Cllr Wright to clarify whether or not planning permission would be required for these works (no it's not).</p> <p><b>25.05.2025</b> –Regarding the goalposts, Ke Pring has confirmed it will come and inspect the goal posts but it will not be for a few weeks (email dated 13.5.2025). They believe it will be an easy remedy.</p> <p>Electricity supply to Tennis Hut: FC can provide all requirements for electrical installation with its engineer looking at the works in the next few weeks to provide a broad overview of the requirements. It is hoped work will be completed by the end of June.</p> <p>FC to confirm goals, pitches and balls to be the same size for all ages. For the past 10 years or so a different size of each is required every 2 years or so. FC currently has goals suitable for the U6s through to the U12s but as one of its team is progressing they need a U13 size. FC currently has collapsible goals for the teams and it could purchase some more and find another area to store them. Equally it may be able to install some new fixed goals with the aid of a FA Grant. These would be the same height as the existing goals but 4 feet narrower. If installed those and the repaired goal mouths would be able to be used by the community and would remain the property of the parish.</p> <p>Cllrs Maylan and Harrison to meet with the Club and Clerk awaiting Cllr Harrison's availability to enable this to be set up. The Clerk has asked that they ask the FC directly if it has contacted DAAT as this has been raised in emails but no direct response received.</p> <p><b>30.06.2025</b> - meeting held on 02/06/2025 and a copy of the notes circulated to Councillors prior to the June meeting. Clerk has confirmed by email that the Parish Council is in agreement that the FC can proceed with the concrete base for the Portaloo.</p> <p><b>29.08.2025</b> – awaiting an update from the Football Club</p> <p><b>01.10.2025</b> – The FC has indicated that they are no closer to getting any of the works started. However, padlock to the Hut has become quite rusty and they are experiencing problems entering. The Club is happy to purchase replacement locks with uncopiable keys and provide our Handyman with a copy.</p> |  |
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|     |                 |                   |                                                                                                                           | <p><b>26.10.2025</b> – Agenda item – parishioner has spoken to DAAT who stated they did not give the FC permission to use their lighting. This is incorrect as the Clerk has received a copy of an email from DAAT to the FC confirming they can take a spur from the DAAT electricity. DAAT also pointed out that the Football Club could use the lights for any function or activity.</p> <p>Parishioner has pointed out that the lights (used for 2 hrs once a week) shine into his property and that the Planning Permission was granted for the use of DAAT landing site only. Clerk check the Consent and this appears to be correct. Cllr Wright is making enquiries and will update at the meeting. Agenda item.</p> |          |
| 220 | 114015(a)       | <b>06.01.2025</b> | Public Protection Order for the whole of Recreation Field                                                                 | <p><b>04.01.2025</b> – Cllr Wright to update meeting.</p> <p><b>30.06.2025</b> – District Cllr Wright has provided MDDC with a copy of the Office Copy Plan relating to the Parish Council’s ownership of the Recreation Field. This has been passed to the Legal Department and a draft report is awaited. Cllr Wright to monitor and update.</p> <p><b>29.08.2025</b> – a draft Dogs Variation PSPO is going before Cabinet at MDDC shortly which includes Silverton Recreation Field.</p> <p><b>01.10.25</b> – Cllr Wright to update meeting</p> <p><b>26.10.2025</b> – Cllr Wright to update meeting further to Order going before Cabinet</p>                                                                           | <b>A</b> |
| 221 | 114343(b)(viii) | <b>03.09.2025</b> | Ask Handyman to provide a quote to repair/replace fencing in Big Rec adjacent to Coach Road                               | <p><b>01.10.2025</b> – Handyman has come back with a quote which is above £525.00. Quotations will need to be obtained from others and PC to agree specification and further quotations be obtained. Agenda Item.</p> <p><b>26.10.2025</b> – Draft Specification to be circulated to Cllrs prior to meeting – Agenda item</p>                                                                                                                                                                                                                                                                                                                                                                                                | <b>A</b> |
| 222 | 114343(b)(ix)   | <b>03.09.2025</b> | Potential community orchard on MDDC land in Recreation Field                                                              | <p><b>01.10.2025</b> – Confirmation has been given to the S106 officer of the Council’s support for the project. She is awaiting confirmation as to who would maintain the area but believes it would be MDDC.</p> <p><b>26.10.2025</b> – no update – Clerk is chasing</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                   |          |
| 223 | 114359(b)(iv)   | <b>06.10.2025</b> | Chair and Cllr Kennard to draft specification for replacement/repairs to fence in Recreation Field adjacent to Coach Road | <p><b>26.10.2025</b> – Chair/Cllr Kennard to update meeting – Agenda item</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>A</b> |
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| <b>230 – Little Rec, Berry, Church and Environs (Olivia Kennard and Emily Chanter)</b> |               |            |                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |
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| 232                                                                                    | 113865        | 08.04.2024 | Lime Tree Regeneration Programme                                                                                        | <p><b>03.04.2025</b> – Chair to provide updated plan of the Lime Trees</p> <p><b>09.04.2025</b> – Draft plan provided by Chair. Cllrs Kennard/Chanter/Harrison to update the Meeting</p> <p><b>01.10.2025</b> – Agenda item. Cllr Kennard to provide copy Specification for approval by the Council.</p> <p><b>26.10.2025</b> – Revised spec to be circulated prior to meeting.</p>                                                                                                                                                                                                                                             | <b>A</b>  |
| 234                                                                                    | 113646(16)    |            | Historic cobbled path – agreed quotations be obtained to remove brambles and top covering from the path                 | <p><b>31.8.2023</b> – On hold.</p> <p><b>26.11.2024</b> – brambles and dead tree removed from the path.</p> <p><b>03.04.2025</b> – report given at April meeting as to suggestions regarding the cobbled path – Cllrs Kennard and Chanter</p> <p><b>09.05.2025</b> – Cllr Kennard to report on discussion with Mr N Maylan</p> <p><b>25.05.2025</b> – as above</p> <p><b>30.08.2025</b> – as above</p> <p><b>29.08.2025</b> – the brambles and weeds now been cut back. Cllr Chanter to update.</p>                                                                                                                             |           |
| 234b                                                                                   | 114359(b)(vi) | 06.10.2025 | Cllr Kennard to approach Mr S Land to carry out weedkilling of cobbled path                                             | <p><b>01.10.2025</b> – Cllr Kennard to update the meeting on final Specification and discussion with Mr Faulhaber.</p> <p><b>26.10.2025</b> – work completed and invoice received.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>A</b>  |
| 235                                                                                    | 114002(b)(iv) | 04.01.2025 | Installation of slow charging electrical points on lamp posts in the Car Park and to work with MDDC to achieve this aim | <b>30.06.2025</b> – Confirmation has been received from MDDC that the public car park is on the LEVI list but no timescales are known as yet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>OH</b> |
| 236                                                                                    | 114227        | 03.02.2025 | Possible acquisition of land at the Glebe.                                                                              | <p><b>26.02.2025</b> – email sent to the S106 Officer: reply awaited</p> <p><b>03.04.2025</b> – awaiting a response from S106 Officer as to possibility of utilising S106 monies towards the acquisition of land at the Glebe and also the suggested wording on future S106 agreements relating to public space contribution – “Towards the provision or improvement of public space in the parish of Silverton”</p> <p><b>09.05.2025</b> – Initial plans from County Focus rejected as not in line with Neighbourhood Plan. They have agreed to submit revised proposals, and are still keen to donate land to the Parish.</p> | <b>OH</b> |
| <b>240 – Square, Fore St and High St (Lewis Ward &amp; Chris Eveleigh)</b>             |               |            |                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |
| 241                                                                                    | 113634©       | 04.01.2023 | Information Signage to be placed on the Old Fire Station                                                                | <b>26.11.2024</b> – on-hold pending seasoned oak from Broad Oak Committee to make sign                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>OH</b> |



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| 242 | 114242(a)    | <b>03.03.2025</b> | Investigate purchasing telephone box for £1                                                                                              | <b>09.05.2025</b> – Clerk to contact BT.<br><b>29.08.2025</b> – There is a notice on the phone box stating the service is gone but the box is being preserved for future generations.<br><b>01.10.2025</b> – Clerk as submitted a formal request to adopt the Kiosk, Cllr Wright to follow up regarding planning.<br><b>26.10.2025</b> – projects for the kiosk required – Cllr Wright to update meeting re planning requirements for transfer to kiosk to Parish Council and any projects proposed. | <b>D</b> |
| 243 | 114343(b)(i) | <b>01.10.2025</b> | Bench on Pond Site                                                                                                                       | <b>01.10.2025</b> – Councillors to inspect current state of bench prior to meeting when decision to be made on how to proceed. Agenda item<br><b>26.10.2025</b> – Agenda item. Bench has been removed for safety reasons.                                                                                                                                                                                                                                                                            | <b>A</b> |
| 244 | 11434(b)(ix) | <b>01.10.2025</b> | Possible troughs/hanging baskets in the Square                                                                                           | <b>29.08.2025</b> – date for a meeting to be arranged<br><b>01.10.2025</b> – Clerk and Chair to meet with Christine Snowdon in October<br><b>26.10.2025</b> – awaiting dates from Chris Pryke as to availability for a meeting                                                                                                                                                                                                                                                                       |          |
| 245 | 114359(b)(v) | <b>06.10.2025</b> | Cllr Kennard to ask Richard's Educational Charity for any suggestions for projects to utilise outstanding S106 funds                     | 26.10.2025 – Cllr Kennard to update meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                          |          |
| 246 | 114365       | <b>06.10.2025</b> | Handyman to be contacted to clear weeds from area immediately up from Lamb and in front of wall and ask him to check the area further up | <b>26.10.2025</b> – Handyman confirmed he checks this regularly as part of his contract. This section of the Leat has been cleared.                                                                                                                                                                                                                                                                                                                                                                  |          |

### 300 – ADMIN, FINANCES AND MISCELLANEOUS (Simon Hedges & Ruth Harrison)

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| 307 | 113924        | <b>30.08.2024</b> | Agreed to circulate current Emergency Plan to Cllrs                                     | <b>30.8.2024</b> – plan has been circulated<br><b>03.11.2024</b> – Clerk and Cllr Cross were not able to meet during the month to review.<br><b>26.11.2024</b> – Clerk and Chair to consider Emergency Plan with a view to the SPC updating current Plan<br><b>04.01.2025</b> – Clerk and Chair have not as yet met to consider the Emergency Plan (due to Clerk’s illness over the Christmas and New Year period)<br><b>25.05.2025</b> – Chair had attended area meeting on this topic. He is due to update at July SPC meeting.<br><b>30.06.2025</b> - Chair to update meeting.<br><b>01.10.2025</b> – no update<br><b>26.10.2025</b> - outstanding |          |
| 309 | 114028        | <b>13.01.2025</b> | Expand sharing facility on SPC website                                                  | <b>27.01.2025</b> – ongoing. Cllr Wright to advise Clerk and Chair.<br><b>30.06.2025</b> – meeting to be arranged between Chair, Clerk and Cllr Wright, when Cllr Wright is available.<br><b>30.08.2025</b> – meeting still to be arranged.<br><b>02.10.2025</b> – Cllr Wright met with Clerk prior to October meeting and sharing facility now set up – remove from plan?                                                                                                                                                                                                                                                                            | <b>D</b> |
| 312 | 114290(a)     | <b>12.05.2025</b> | Clerk to investigate obtaining Parish Council Debit Card                                | <b>25.05.2025</b> – ongoing<br><b>26.10.2025</b> – Cllr Harrison has agreed to be the Secondary Programme Administrator’s details subject to Council approval. Paperwork completed in readiness for the required signatures. – Agenda item                                                                                                                                                                                                                                                                                                                                                                                                            | <b>A</b> |
| 314 | 114290(b)(i)1 | <b>12.05.2025</b> | Chair, Vice-Chair and Clerk to have meeting to compare income and expenditure to budget | <b>25.05.2025</b> – meeting to be arranged. Clerk cannot make June, so carry on between Vice Chair and Chair. Clerk to provide spend figs to end March 2025<br><b>30.08.2025</b> – Chair to distribute for August meeting.<br><b>01.10.2025</b> – Agenda item<br><b>26.10.2026</b> – Report of meeting given at October meeting. Remove from Plan as this has been completed.                                                                                                                                                                                                                                                                         | <b>X</b> |

|     |               |            |                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                 |   |
|-----|---------------|------------|-------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| 315 | 114290(b)(i)6 | 12.05.2025 | Clerk to report on cost of an evening training course with DALC and cost of individual training | 25.05.2025 – ongoing<br>29.08.2025 – DALC has confirmed the webinars for planning cost £35 per session (there are 3 separate sessions), Code of Conduct webinar costs £30.00 + VAT and the 4 individual “being a good Councillor” modules each cost £15 + VAT each so total of £60 + VAT per delegate – on Agenda<br>01.10.2025 – meeting arranged for Monday 10 <sup>th</sup> Nov at 6.30 p.m. | X |
| 316 | 114290(b)(i)7 | 12.05.2025 | Clerk to purchase Pay as You Go mobile for parish business                                      | 25.05.2025 – ongoing<br>24.07.2025 – Clerk utilising her old mobile. Sim card purchased + £10.00 credit. New bespoke Parish Council tel no = 07783 050 484                                                                                                                                                                                                                                      | X |
| 317 | 114359(a)     | 06.10.2024 | Chair to obtain a St Geroge Flag is priced less than £100                                       | 26.10.2025 – Chair to update meeting – Agenda item                                                                                                                                                                                                                                                                                                                                              | A |
| 318 | 114352        | 06.10.2025 | Clerk to investigate Dignity at Work Policy                                                     | 26.10.2026 – Draft to be circulated prior to meeting – Agenda item                                                                                                                                                                                                                                                                                                                              | A |
| 319 | 114365        | 06.10.2025 | Cllr Kennard to check if County Highway signs remain in Exeter Road/Tuns Lane                   | 26.10.2025 – Cllr Kennard to update meeting                                                                                                                                                                                                                                                                                                                                                     |   |
| 320 | 114363        | 06.10.2025 | Chair/Clerk to look into discussions with MDDC re possible transfers of land to PC              | 26.10.2025 - ongoing                                                                                                                                                                                                                                                                                                                                                                            |   |

**Key:0**

|                       |                             |                                   |                                  |
|-----------------------|-----------------------------|-----------------------------------|----------------------------------|
| Purple – On Hold (OH) | Grey – Final Appearance (X) | D – Definitely Discuss at meeting | A – Agenda Item for this meeting |
|-----------------------|-----------------------------|-----------------------------------|----------------------------------|

Traffic Working Group: Alan McManus (Councillor), Lewis Ward (Councillor), Miles Snowdon (Volunteer)

Broad Oak Sub-Committee: Sheila Woodland (Clerk), Josh Wright (Parish Councillor), Olivia Kennard (Parish Councillor), Miles Snowdon (Volunteer), David Wright (Volunteer), Nikki Shaw (Volunteer). Peter Kidds (Volunteer), John Kingdom (Volunteer)