

CREECH ST MICHAEL PARISH COUNCIL

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Date of Original Meeting Action Raised	Minute Ref.	Action Point	Responsibility & Timeframe	Date Completed	Outcome/Further Actions	Complete
06.11.2023	29.2.1	Clerk and RFO to contact West Monkton Parish Council to collaborate on a submission to Somerset Highways to address the issues with large vehicles using Coombe Lane.	Clerk and RFO 04.12.2023			
06.11.2023	14.0	ND would seek a meeting with the local store manager to discuss the issues with the opening times of the Post Office.	ND 04.12.2023			
02.10.2023	14.0	Contact to be made with the Woodland Trust to explore the offer of free trees for planting within the community.	Clerk and RFO 06.11.2023	10.10.20203	90 small hedge plants and 30 small copse trees will be delivered in March 2024.	

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02.10.2023	9.0	Members to identify risks that are not listed on the draft Risk register and forward these to the Clerk and RFO.	All members 06.11.2023			
05.06.2023	2.0	Clerk and RFO to contact the relevant parties to request that the issue of overgrown hedges be dealt with on the lane between Hyde Lane and Leighton Drive.	Clerk and RFO 03.07.2023		20.06.2023 Managing Agent contacted and confirmation received that they are not responsible for Hyde Lane vegetation. Response awaited from David Wilson Homes. 07.11.2023 Letter written to David Wilson Homes requesting that the vegetation be dealt with. 09.11.2023 Holding response received from David Wilson Homes.	
05.06.2023	23.2	To request that the markings for the virtual pavement at North end are reinstated to improve visibility.	Clerk and RFO 03.07.2023		03.07.2023 A recent meeting with the Highways Officer from Somerset Council had confirmed a commitment to reline the Virtual Footpath.	

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15.05.2023	15	The Clerk and RFO would confirm the approved sites for the Speed Indicator Devices with Somerset Council Highways.	Clerk and RFO 05.06.2023		<p>23.05.2023 request sent to Somerset Council Highways requesting confirmation of approved sites.</p> <p>05.06.2023 The Clerk and RFO confirmed that the two existing sites were the only that had been fully approved and that a meeting with highways to discuss further sites was being scheduled for late June or early July.</p>	
06.02.2023	12.0	Clerk and RFO to pursue the use of the Money Claim service to seek the recovery of the funds paid to Oakleaf Joinery & Design.	Clerk and RFO 06.03.2023	15.02.2023	<p>15.02.2023 Money Claim online started and evidence submitted.</p> <p>16.03.2023 A request to issue a County Court Judgement was made via the Money Claim service.</p> <p>24.03.2023 County Court Judgement issued and received.</p>	

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					<p>15.05.2023 Request to be issued for a Warrant of Control.</p> <p>12.07.2023 case transferred to Yeovil Crown Court and a warrant issued.</p>	
09.01.2023	3.0	Update the Neighbourhood Plan in light of the changes being brought about by local government reorganisation.	TBC		<p>15.05.2023 To be considered at the next Planning committee meeting.</p> <p>05.06.2023 See agenda item 20.1.</p>	
05.09.2022	18	Clerk to contact Somerset West and Taunton Council to arrange for the installation of the small combined bin and to enquire of the cost of moving the dog waste bin on the site.	Clerk & RFO 03.10.2022		<p>22.09.2022 Request submitted to Somerset West and Taunton Street Scene team.</p> <p>23.09.2022 Response received – cost of relocating dog waste bin £100.00 + VAT.</p> <p>03.10.2022 Plan to be drawn up to locate larger bin and replace dog waste bin.</p> <p>07.11.2022 Site meeting to be arranged for councillors by the Clerk and RFO.</p> <p>15.06.2023 Clerk and RFO contacted the Street Scene</p>	

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					<p>team at Somerset Council to approve installation.</p> <p>20.07.2023 Contact with Street Scene Manager made. Awaiting quotation for costs of installation and supply of waste bin.</p> <p>25.07.2023 Costs confirmed as previously agreed and purchase order issued. Lead time likely 7 to 8 weeks.</p> <p>30.10.2023 A further update has been requested from the Street Scene team on the likely installation date.</p>	
09.01.2023	3.0	Clerk and RFO to respond to Cllr. Fothergill's enquiry about a bus shelter for Creech Heathfield.	Clerk and RFO 06.02.2023		<p>27.01.2022 See item 22.2 on the agenda for meeting held on 06.02.2023.</p> <p>16.03.2023 Awaiting a response from Somerset Council Highways.</p>	
COMPLETED ACTIONS						

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03.07.2023	20.0	The Clerk and RFO to obtain a quote from Walford Security for a locking and call out service for the car park.	Clerk and RFO 04.09.2023		02.10.2023 No longer required.	✓
04.09.2023	4.0	Clerk and RFO to present a proposal to implement a member attendance policy.	Clerk and RFO 02.10.2023		02.10.2023 See item 7 on the agenda.	✓
03.07.2023	3.0	Cllr. Cavill asked that the Parish Council write to the owner of the property on the corner of Paddock Close to request that their hedgerow be cut back as it was causing pedestrians to have to walk in to the road.	Clerk and RFO 04.09.2023		07.08.2023 Letter written to the resident. 25.08.2023 No response received and no action taken by the resident. 04.09.2023 vegetation has been reduced and no longer presents an issue.	✓
15.05.2023	14	It was agreed that CC and ND would contact the landowner and arrange to meet and discuss the proposed allotment site lease.	Cllr. Cudlip and Cllr. Davidson 05.06.2023		05.06.2023 Cllr. Davidson confirmed that he had spoken to the landowner and confirmed that he was willing to sign an agreement on the terms proposed.	✓

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					<p>The Clerk and RFO to send an agreement to the landowner.</p> <p>13.06.2023 Lease agreement sent to landowner.</p> <p>20.07.2023 Signed lease agreement received from the landowner.</p>	
03.07.2023	8.0	Clerk and RFO to contact Somerset Council to seek a formal arrangement for the disposal of waste from the Recreation Park.	Clerk and RFO 04.09.2023		<p>23.08.2023 No such service available from Somerset Council. Advice from SC is that "All businesses producing any waste should have a trade waste agreement with a registered waste carrier or take their refuse to a site licensed to accept trade waste."</p>	✓

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