

Clerk's Actions for report to Parish Council April/May 2020

- 1) 20/4 Sent reply to Neil Lancett following his traffic problem posted on the website and also put a reply on the website.
- 2) 20/4 Submitted PC's planning views on 200855 and 200930.
- 3) 20/4 Drafted A40 e-mail to Mark Hadley of Balfour Beatty and sent to councillors.
- 4) 21 & 22/4 Further drafts of Mark Hadley e-mail and sent final version.
- 5) 28/4 Compose new notes to accompany year end accounts.
- 6) 29/4 Compose and send letter to J Pugiley re planning application.
- 7) 1/5 Investigation on HC website to determine the name of Whitehall Road.
- 8) 4th to 7th May – scanning and sending required audit documents to HALC.
- 9) 7th May – send insurance quote to councillors.