



Tattenhall & District Parish Council Meeting 4th June 2018 Action List

Action	Date	Comments	Completed
<u>External Audit</u> – submit external audit & website.	11 06 18	Posted audit to External Auditor Scanned copy and documents on website under Finance.	11 06 18
<u>Natwest</u> - Process completed forms	09 06 18	Submitted all forms to Natwest except on-line banking. Once forms processed can obtain name of 5 th signatory who must be removed before online form can be processed.	
<u>Trees</u> - Received tree report and arrange meeting inc. TWIG.	12 06 18 18 06 18 26 06 18	Requested update on report. Councillors onsite meeting. Emailed requesting quote for works.	
<u>Regulations & Policies</u> - Standing orders, Risk Assessment, Equality & Diversity onto website.	22 06 18	Posted on website.	22 06 18
<u>Parking Restrictions</u> – received updated plans.	19 06 18	Requested update.	
<u>Speed Limit Letters</u> Deadline Tuesday 31 st July 2018.	07 06 18 15 06 18	Emailed SB confirming envelopes. Letters distributed by GS & CW	
<u>20mph Review</u> – obtain update of review	07 06 18 07 06 18	Emailed DR requesting update. Response - Tattenhall is in this year's programme, will be validating all assessments this month with the Police. Any changes should come into effect in the Autumn. Asked to be kept updated.	07 06 18
<u>Dog Bin</u> Site approved Installed	11 06 18	Email from CW&C two bins already in that area – circulated to Cllrs for additional information. Broxap confirmed cancellation of bin order at no cost.	11 06 18
<u>Community Room Meeting</u> – arrange meeting inc. Councillors IK, PB, CW. School Bob Blackhurst Ed Infrastructure	19 06 18 20 06 18 07 06 18	Emailed Headteacher for proposed dates. Email from Headteacher, awaiting dates, forwarded to MJ. Emailed BB to see if happy to join – confirmed.	
<u>Public Open Space Meeting</u> Councillors IK, GS Bolesworth, school, Localities Plus play, football & Other. TWIG Mike Jones	07 06 18 20 06 18	Contacted councillors for contact details. Emailed PB/SD to ask for assistance and meeting dates.	



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<u>Planning</u> 1 Castlefields Comments Request info 18/01889/S73	05 06 18 05 06 18 07 06 18 12 06 18 19 06 18 22 06 18	Submitted comments Emailed planning officer GN Circulated GN update Requested update and extension to comment – agreed. Emailed GN for update & Agent for information. Left phone message for GN	06 06 18
<u>Enforcement</u> – Update on Castlefields Fence. Report Signs TG, Allium.	12 06 18 12 06 18 12 06 18	Allium banner reported ref: PL28715261. Email confirmed banner removed. TG Sign reported ref: PL28715513 Requested update on fence.	13 06 18
<u>Speeding</u> – Reported speeding to PC Gigg	05 06 18	Received e-mail from PC Gigg saying this an on-going issue and that enforcement is scheduled for the road.	06 06 18
<u>Tattenhall Road Bus Stop</u> – contact Conservation officers	12 06 18	Emailed FH asking the matter be expedited.	
<u>Litter on Park</u> – report to CW&C	12 06 18	Reported using online form.	
Anti-Social Behaviour Keysbrook – contact police and Sanctuary Housing	05 06 18 07 06 18 11 06 18 22 06 18	PC Gigg & PCSO – police confirmed aware and will monitor they will also contact Sanctuary (& provided contact details), stated few incidents reported but noted 101 is an issue. Emailed Sanctuary Housing Sanctuary confirmed received email & investigate. Emailed requesting update.	
Other Items Reported Full dog bins Ravenholme, M.Mile & Church Yard	18 06 18 20 06 18 21 06 18	Reported 4836005 Reported again following 2 nd residents phone call. Reported again (3 rd call) including photo 4836350	
Footpath from BI to Recreation Ground/Cricket Club	15 06 18 20 06 18	Emailed complaint to officer Reported again 4836188	
Missing Screws on Basket Swing	20 06 18	Reported to Parsons who reported no missing screws.	20 06 18
Litter by Youth Shelter	21 06 18	Reported with photo 4836363	
Kissing Gate (Burwardsley Rd)	21 06 18	Reported with photo 4836359	

Society of Local Council Clerks (SLCC) please note I contacted the SLCC regarding extending my membership as I am already a member with Tilston Parish Council, they have confirmed by email that combined my membership at no charge and will pick up any additional costs in February 2019 when my membership is due.