

| Action taken under delegated powers |               | Details  | Action taken/outcome (updates on earlier items shown in bold)  | Date of most recent update                            | Date closed |
|-------------------------------------|---------------|--|--|---|-------------|
| Decision ratified?                  |               |  |  |   |             |
|                                     | <b>Mar-21</b> | Accounts software to improve efficiency and accuracy of council's accounting system  | Clerk is requesting demonstrations, recommendations and quotes.  | 02 March 2021   |             |
|                                     | <b>Mar-21</b> | Bus shelters and other items on Highways land  | Essex County Council will expect the parish council to apply for licences for both bus shelters and any other fixtures on the roadside   | 04 March 2021   |             |
|                                     | <b>Feb-21</b> | Complaints from residents that the road at School Villas, Church End was dangerously slippy due to mud on the road. Bus shelter also sprayed with mud. | Highways put up skidding warning signs. Landowner agreed to clean up but no action. Raised again after further complaint. Essex Highways willing to intervene only if the road was blocked/impassable. Uttlesford streetcleaning team (Wasteaware) contacted on advice of Highways. No response. District councillors were also contacted by resident. Bus shelter is owned by parish council therefore needs to be kept in good condition by the council. Landowner has now (7 March) made plans for having shelter cleaned and to avoid more mud getting onto the road, on the understanding that if the shelter is not cleaned properly he will be expected to reimburse the council for professional cleaning. In the meantime (in the first week of March) there have been attempts at cleaning, presumably by local residents. | 7 March 21 - clerk spoke to landowner for third time. |             |

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| Meeting Date                        | Minute ref      | Decision ratified?  |  |  |             |
|                                     | <b>Feb-21</b>   | Complaint of activity at The Warehouse (The Barn) in Pledgdon green road, by local resident                         | Planning Enforcement and Environmental Health made aware of fire and noise nuisance. No action will be taken but monitoring continues. Resident is raising her complaint with national authorities.  | 04 March 2021  |             |
|                                     | <b>Feb-21</b>   | Annual audit  | Mr Davidson (retired accountant and solicitor) has kindly agreed to audit the council's and the Village Hall Trust's accounts again this year.   | Accounts will be delivered to the auditor in April 21. |             |
|                                     |                 | Liability to Great Easton Parish Council outstanding for £50 contribution to cost of defibrillator training session | Clerk has asked Parish Clerk if this is still outstanding in their accounts. New cheque sent by post. Not yet cashed. Cheque has been received.  | 21 January 2021  | N/A         |
|                                     |                 | Damage caused by contractors replacing Brick End Villas sewage treatment plant                                      | The post is still damaged and the white road markings are still covered with mud. UDC response 2 Nov - will investigate who damaged the post. Disputing if white lines were there originally - photos supplied 5 Nov. Uttlesford will repair as contractor refuses. Should be done within 2 weeks. | 01 February 2021                                       | N/A         |
| <b>11/02/2021</b>                   | <b>21/2.4.1</b> | Planning application in Great Easton parish   | To find out from parish council clerk whether Great Easton Parish Council will be objecting  | <b>01 March 2021</b>                                   |             |
|                                     | <b>21/2.5</b>   | Minutes of February 2021 meeting  | to be signed by chairman   |  |             |

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|--------------------------------|-------------------------|---|-------------|--|---|-------------|
|                                |                         | Item  | Description |  |   |             |
|                                | <b>21/2.7.3</b>         | Broxted Directory   |             | Revise, print and distribute. To be laminated and put on noticeboards  | End of February 21 with 5 Parishes March magazine             |             |
|                                | <b>21/2.8.5</b>         | Financial regulations   |             | To amend draft and amend planning committee's terms of reference to be consistent with Financial Regulations   |   |             |
|                                | <b>21/2.10</b>          | Footpath markers  |             | To check District Cllr Eke's records for condition of markers in parish  |   |             |
|                                | <b>21/2.11</b>          | Broadband for Village Hall  |             | To contact RCCE for advice and information. Have contacted Sue Gibson, Village Halls officer.  | 05 March 2021   |             |
| <b>14/01/2021 and 11/02/21</b> | 21/1.12-1 and 21/2-11.2 | Village Hall fencing and gate   |             | Rowley Fencing to go ahead in February. Grant of £1,000 confirmed from Locality Fund and 50% of balance from Uttlesford DC.  | <b>putting in gateposts 5 March 2021, fence from 8 March.</b> |             |
| <b>08/10/2020</b>              | 10                      | Willow tree at Cherry Green to be inspected, insurance checked and tree expert consulted on felling/tree surgery. |             | Resident wishes to claim on council insurance. Council's insurers (Zurich) have now opened a file and will contact resident direct. Insurance company's loss adjuster is discussing options with the resident and has so far advised the council will need to fell or cut back the tree. Further detailed advice expected. Costs included in 2021-22 budget. | 14 December 2020  |             |

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|              |            |   |  |                            |                                       |
| 11/06/2020   | 10.1       | Request from Takeley residents to sign petition to UDC (as planning authority) to preserve the Countryside Protection Zone from further encroachment, especially at Takeley | Agreed to send letter to UDC in support. Letter sent for attention Cllr John Lodge, copy to Peter Hewett of Takeley Parish Council.<br>Acknowledgment received 29 April, reply promised from Cllr John Evans, portfolio holder for Planning and the Local Plan. Chased with Cllr Lodge's office which is following up with Cllr Evans. <b>Response promised but not yet received.</b>  | 02 November 2020           |                                       |
| 12/03/2020   | 13         | Planning appeal for land south of Brick End   | No start letter issued. Planning Consultant has requested information from Planning Inspectors - they say no inspector has yet been allocated. Geoff Gardner unable to advise - <b>position checked and unchanged.</b> Planning solicitor Salvatore Amico of Attwaters has been <b>formally instructed and holds £1,500 on account of costs.</b> Start letter still not issued. UDC will defend appeal on location/sustainability reason for refusal - reason 1. See planning tracker from Feb 21 onwards. | 07 March 2021              | <a href="#">See planning tracker.</a> |
|              | 15         | Annual assembly April   | Postponed. Must take place between 1 March and 31 May. No new regulations so far, so would have to be in person if after 6 May 21.   | 31 January 2021            |                                       |

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|              |            |  |  |                                       |             |
|              | 15 May     | Annual Parish Council meeting                              | Postponed. The Coronavirus Act regulations in force from April 2020 allow postponement until 7 May 2021 or for the annual parish council meeting to be held by videoconferencing. New regulations may extend this time limit. No new regulations planned. Date 6 May decided, to enable meeting to be virtual and within time limit. | <b>11 Feb 21 minute ref 21/2-14.2</b> |             |
| 13/02/2020   | 7.2        | Clerk's CiLCA training                                     | Course started again in October 2020, continuing with one session every fortnight for next 3 months.   | 04 November 2020                      |             |
| 13/02/2020   | 6.2        | Worsening litter problem especially on Pledgdon Green Road | Clerk has told UDC. No response as yet.  |                                       |             |
|              | 13         | Cllrs approved plan to install an interpretation board.    | 19.2.20 Ken agreed to come to March PC meeting. R and P informed. 12 March 2020 working group formed   |                                       |             |