

Action taken under delegated powers (i.e. at Clerk's initiative)	Details (bold indicates new developments since last report)	Action taken/outcome (updates on earlier items shown in bold)	Date of most recent update (bold = new)	Date closed or ratified	
	Jun-23	Checking insurance policy	Printing public liability and employers' liability certificate/cover and displaying in Village Hall as required by law.	15 June 2023	15 June 2023
	Jun-23	Enquiries re original documents relating to Village Hall	Receiving and checking 32 documents received from RCCE relating to hall in 1950s. Circulating as required/useful. Obtaining certified copy of PC minutes from Essex Records Office for Wellers Law Group (PC's solicitors).	05 July 2023	
	May-23	Planning breaches/dogs running loose in Church End	longstanding problem, also noted on planning tracker. EHO/UDC aware, police informed. EHO now inspecting with landowner. Landowner is contacting neighbours.	01 June 2023	
	May-23	Considering new policy in relation to contact from property developers	Brief research on model policies and extracting paragraph. Forwarding and sending to developer who approached PC in April.	24 May 2023	
	Apr-23	Annual governance and accounting report needed by 30 June	AGAR completed, approved, submitted to external auditor and published. Currently in period of public access (to 10 August 2023)	23 June 2023	Public access ends 10 August 2023

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13/04/2023	Apr-23	Having Village Hall accounts and trustee role reviewed by auditor	Approval of accounts by trustee on agenda for trustee meeting		Agenda 13 July 2023
Meeting date	Most recent and oldest Minute ref	Action taken/outcome (updates on earlier items shown in bold)		Date of most recent update	Date closed
11/05/2023	23/05-6.1	Ask district council re untidy site	Landowner advised clerk of district council Environmental Health Officer site visit 2 June - outcome not yet known.	02 June 2023	
11/05/2023	23/05-8	Invite PCSO to a PC meeting	Not yet reached due to lack of time	11 May 2023	
11/05/2023	23/05-10.3	To invite landowner to PC meeting	Not yet reached due to lack of time	11 May 2023	
11/05/20223	23/05-10.4	To research alternatives to Neighbourhood Plan	Deferred due to lack of time	11 May 2023	
13/04/2023	23/04-7.3	New banking arrangements	Clerk to apply for account with Unity Trust Bank	06 May 2023	
13/04/2023	23/04-7.4, 23/01-6.6	Obtain legal advice re common land responsibilities generally	Essex legal Services have been instructed, paperwork awaited. Chased.	10 July 2023	
10-Nov-22	22/11-7.3	Amend clerk's contract	To amend contract with new holiday entitlement	15 November 2022	

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10 Nov 22, 11/11/2021	22/11-6.3, 21/11-8.5	Propose a Local Highways Scheme and request approval by county councillor. Scheme was submitted 5 Dec 21 to Cllr Foley.	Local Highways Panel for Uttlesford approved and submitted the scheme to engineers in November 2022. They need to confirm it is feasible. Highways officer is chasing. If confirmed as feasible it will go to the next stage.	13 April 2023	
20/10/2022, 13/04/23	21/2-10, 23/04-04	Condition of footpaths and roads	Multiple missing markers for paths. Concerns re ploughing of footpaths near Bexham Barns and off Browns End Road. To monitor and continue to report.	15 April 2023	
20-Oct-22	22/10-7.6	Repairs and maintenance of council's physical assets following annual inspection	Paintwork on other shelter to be renovated by councillor. Noticeboards - condition to be reviewed.	22 February 2023	Agenda September 2023
20-Oct-22	22/10-8.3	Tree management on Cherry Green common land	Non-urgent work has been recommended. To be discussed, see agenda 8 June 2023. Work would involve removing overhanging branches and possible removal of elm tree on boundary with Greenside.		agenda 13 July 23

Meeting date (most recent)	Oldest and most recent minute ref	Action taken/outcome (updates on earlier items shown in bold)	Date of most recent update	Date closed
20-Oct-22	22/07-6.5 and Village Hall minutes April 2023	Completing first registration of hall with council as owners Meeting with Wellers Hedleys who are proceeding and will supply a statutory declaration for clerk to sign explaining that the deeds (1933 conveyance) are missing. If title absolute is not granted by Land Registry, council should be registered with possessory title.	05 July 2023	Agenda Village Hall committee 13 July 23
12-May-22	22/05-8.6	Seek grant funds to replace grit bin	15 December 2022	
10-Mar-22	22/03-7.3	Risk assessment shows that revised documents are needed in a number of areas, as specified in the assessment.	22 May 2023 (audit)	
11-Jan-22	22/01-5.1	Report broken footbridge next to "Happy Days" in Chapel End to Highways	08 May 2023	
06-May-21	21/5-7.1 and Village Hall minutes	Broadband for Village Hall To discuss with hall managers and check costs with Gigaclear. Costs £17-£20 per month, installation free. (But future cost not known.) Hall managers not in favour - no need, costs likely to rise.	26 May 2023	VH comm agenda 13 July 23

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06-May-21	21/5-9.1	Report damage to roadsign Reported to Essex Highways - ref 2718888, photos sent. Also ref 2717622. Both now closed on website but not fixed. New ref 3330627 "sign damaged" - "repair will be undertaken with non-specified timescale" according to Highways website. No change.	18 May 2023	