

The action tracker is for noting or brief updates only. Further in-depth discussion and/or decisions to take place under the appropriate agenda item. New actions are always added to the list and items will be taken off once completion is reported OR as Council directs.

Key to initials:

Cllr C Kennedy	CK	Cllr S Medway	SM	Cllr M Snowling	MS	Cllr J Isaac	Jl
Cllr J Bushrod	JB	Cllr J McGuinness	JM	Cllr P Brooks	PB		

Minute	Action/Decision	Owner	Date Raised	Date Completed
14/12 9 11/01 9	Horses in the Harbour, Andy Brigden hopeful that a new By-Law will be introduced through the new Harbour Order	Clerk	12/09/16	Monitor
08/02/16 5 01/12/16	SWW Clerk to contact and report sewerage smells. Contacted 04/03/16. Ref. 3398431 Pumping Station to be adopted later in 2016. Tank at Tredis View cleaned but smell persists. Meeting with Richard Miles from SWW on 27/04/16, will send his report through and authorise cameras to try and sort out the problem. Acoustic Doppler used. 23/09/16, Nothing found so far, SWW are going to revisit and investigate the rising main, with road closures to be set in place, after which the report will be produced. WEF 01/10/16 the Holding Tank in Tredis View will become the responsibility of SWW. SWW have agreed regular flushing and the design team are looking at the fall to see if this can be improved.	Clerk	08/02/16	Monitor
09/05/16 5 10/10/16 14	Clerk to contact Countryside Access Team re Footpath No 5. Email from Sophie Hunkin. Agenda Item 12/09. 13/10, emailed Sophie Hunkin re funding and putting up warning signs in the interim. Reply rec'd signs to be put up w/b 21/11/16. Improvement works scheduled for completion by Christmas. Raw sewerage reported to SWW, case no. 5069390 by CK Clerk emailed Countryside Access Team re steps installed at top of footpath.	Clerk	09/05/16 10/10/16 15/11/16 18/11/16 20/12/16	Closed Ongoing
11/07/16 6	Clerk to contact Highways re SpeedVisor at Sheviock. Reply circulated 19/07 Results requested. Results received and circulated. Jl to ask Police for a genuine radar trap. Reply received- a radar trap is not considered appropriate by the police.	Clerk Jl	11/07/16 14/11/16	Closed
12/09/16 10/10/16 9	Donkey Lane. Cleaning of lane and cutting of hedgerows to be chased up. Emailed CORY 23/09/16 CORY to revisit and clean, hedges reported to CORMAC 23/09/16 Reported middle of Donkey Lane, CORY dealing with. Hedgerow cutting reported to CORMAC.	Clerk	12/09/16 10/10/16	Closed
14/11/16 15	CK to send photos to Clerk to be submitted to CORMAC Photographs of Donkey Lane sent to CORMAC.	CK Clerk	14/11/16 20/12/16	Ongoing
12/09/16 12	Repair of Parish Seats. Clerk to obtain three quotes for work	Clerk	12/09/16	Closed

	Invitation to sent to four Contractors. Deadline for applications 07/12/16 @ 12noon. Contract awarded		20/12/16	Closed
14/11/16 15	Clerk reported the state of the roads around Tredis. Clerk to chase CORMAC 05/12/16 Road Closure in place whilst roads are repaired.	Clerk	14/11/16	Ongoing
14/11/16	JM to send photographs of signs around Tredis for Clerk to submit to CORMAC. Sent 06/12/16. Signage to be looked at by Highways in next year's budget.	Clerk	14/11/16	Closed
14/11/16 5	Contacted CORMAC re illuminated signage for Burns View to distinguish separate parts	Clerk	16/11/16	Ongoing
14/11/16 5	Contacted CORMAC re the bank opposite Lynher House, asking for the fallen earth to be cleared to provide more width.	Clerk	16/11/16	Ongoing
12/12/16 10	Defibrillators- Clerk to ask about planning permissions for installation at Tredis and for Grade II Listed Telephone kiosk at Sheviock. Also how to source power and the costs associated.	Clerk	20/12/16	Ongoing

On Going Projects

SPC 2016	Neighbourhood Watch	CK		On going
SPC 2013	Car Park – To monitor condition of car park and report to Clerk.	CK	Quarterly	On going
SPC 2013	PSE, Life Belts – To check safety equipment at harbour and beach and report to Clerk. Weekly, 15/3 to 31/3, then Monthly 01/11 to 14/03	JB	Monthly	On going
SPC 2015	Play Equipment at Open Space –To check play equipment for wear and tear and report to Clerk.	MS	Weekly	On going
SPC 2013	Footpaths – To inspect footpaths and report any necessary maintenance to Clerk	CK	Annually	On going
Parish Surgery	May 7th, The Community Shop, Crafhole - MS and JI			
	July 9th, St Mary's Church, Sheviock – CK and JB			
	September 10th, Whitsand Bay Hotel, Portwrinkle – SM and MS			
	November 12th, The Community Shop, Crafhole – CK and JI			
	January 2017, St Mary's Church Sheviock, - JB and JM			
	March 2017, Whitsand Bay View Hotel, Portwrinkle – CK and PB			