

Deopham & Hackford Parish Council

Action Log - Tasks as outcome of Parish Council meeting

| Date Task Initiated | Description of Task | Person Responsible | Due by | Comments |
|---------------------|---|--------------------|---------|---|
| Ongoing | Revision of lease of playing field | Martin Skidmore | | Ongoing due to Coronavirus |
| Ongoing | Obtain multiple quotes for repairs to The Hut | Jacky Phoenix | Ongoing | Ongoing due to Coronavirus |
| Ongoing | Clerk to investigate sources of funding for new computer equipment | Clerk | 2020-21 | Will be looked at under new budget |
| Feb | Amend Bank Signatories | Clerk | April | Ongoing due to Coronavirus, delayed as Councillors were not able to attend the bank during lockdown |
| May | Obtain gate key from Norse | Clerk | July | Requested Chased 22/8/2020 |
| May | Report overhanging trees on Low Common | Clerk | July | Reported to NCC |
| July | Obtain further information about the maintenance costs of the war memorial | Clerk | Sept | Requested |
| July | Arrange meeting at the Hut with football manager to discuss maintenance issues | Clerk | Sept | Meeting Completed |
| July | Complete risk assessment for re-opening of play area and prepare new signage | Clerk | July | Completed |
| July | Obtain quote for SAM2 speed camera and approach local Councils about possibility of sharing one | Clerk | Nov | Ongoing |