

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	Feb	Ongoing due to requested amendments
Ongoing	Recruitment of new Councillor to fill casual vacancy	All, Clerk to advertise	Ongoing	Advertised on website
Nov	Obtain multiple quotes for repairs to The Hut	Jacky Phoenix	Ongoing	
Nov	Clerk to investigate sources of funding for new computer equipment	Clerk	2020-21	Will be looked at under new budget
Nov	Speak to local residents regarding overgrown trees causing obstructions to traffic	Jacky Phoenix	Dec/Jan	
Feb	Amend Bank Signatories	Clerk	April	