

## 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
Sept	Update Council website to meet new Accessibility Regulations	Clerk	21 Sept	Completed
Sept	Completed Bank Safeguarding checks	Clerk/Jacky Phoenix	Oct	Completed
July	Obtain quote for SAM2 speed camera and approach local Councils about possibility of sharing one	Clerk	Nov	Ongoing
Sept	Sort and dispose of items stored in the Hut no longer needed/broken	Jacky Phoenix to lead	Nov	Ongoing
Sept	Arrange volunteers to repaint inside of the Hut	Clerk/Jacky Phoenix to coordinate	Nov	Ongoing, dates identified when Hut not being used by football club
Sept	Identify costs to install a new rubbish bin at the playing field (purchase and emptying costs)	Clerk	Nov/Dec	To be considered for inclusion in next budget