

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. Sale of Reservoir, SWW will contact CK if not sold at third auction.	Clerk	08/02/16	Monitor
10/10/16 14 09/01/17 5	Raw sewerage reported to SWW, case no. 5069390 by CK Clerk emailed Countryside Access Team re steps installed at top of footpath. Replied that not steps. Situation will be monitored through the summer. Concrete hump directing water into village pump space, Clerk to ask for an extension to the hump and for CAT to consider drainage.	Clerk	20/12/16 09/01/17 13/01/17	Monitor Monitor Ongoing
14/11/16 15 09/01/17	Hedgerow cutting reported to CORMAC. CK to send photos to Clerk to be submitted to CORMAC Photographs of Donkey Lane sent to CORMAC. Clerk to contact CORY to ask for lane to be cleaned of debris. Clerk to chase CORMAC re remainder of hedges to be cut back.	Clerk Clerk Clerk	14/11/16 20/12/16 13/01/17	Ongoing
14/11/16 5 09/01/17 12	Contacted CORMAC re the bank opposite Lynher House, asking for the fallen earth to be cleared to provide more width. Clerk to contact re decals outside play park in Sheviock Lane. Chase CORMAC	Clerk Clerk	16/11/16 13/01/17	Ongoing Ongoing

13/02/17	Defibrillators- Consultation with Sheviock Residents re location in Telephone Kiosk	CK	03/03/17	Ongoing
03/03/17	Tredis location to be finalised; awaiting quote from Western Power	Clerk		
	Portwrinkle Pumping Station – Clerk to liaise with SWW re access to the power supply for installation.	Clerk		

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			