

	A	B	C	D	E
1	Askham Bryan Parish Council Action Tracker				
2					
3					
4	Date Action Created	Owner	Description of the Action	Date Action Taken	Notes
5	15/10/2020	Cllr. Peers and the Clerk	Registration of paths as definite public rights of way. Askham Richard PC have also been considering registration of paths between the two villages as definitive paths and are taking the lead on this. Cllr. Peers had spoken to the PROW officer twice seeking an update. Cllr. Peers had a list of names of Askham Bryan residents willing to sign statements to say that they had been using the path as a right of way should their names be needed to add to those of Askham Richard. Cllr. Peers would forward relevant information to the Clerk who would pursue this further	09/01/2024	21/01/2021 The Clerk emailed the Clerk of Askham Richard. 01/02/2021 the Chair of Askham Richard replied. 02/02/2021 Cllr. Peers emailed the Chair of Askham Richard offering to act as liaison. 17/02/2022 Cllr. Peers agreed to pursue Askham Richard for an update. 19/10/2023 A resident spoke at the public participation about this as he was concerned at the lack of progress. The Clerk and Cllr. Peers would check on previous correspondence from Askham Bryan PC. 07/11/2023 The Clerk emailed the CYC Public Rights of Way (PROW) Officer, he replied to say the last correspondence he had had on this matter was a request from Diane at Askham Bryan PC for copies of the blank user evidence statements in July of this year. 10/11/2023 The Clerk emailed the Clerk of Askham Richard PC. 14/11/2023 Reply from the Chair of Askham Richard PC, this was sent to the Clerk's old email address. 30/11/2023 the Clerk replied to the Chair of Askham Richard PC. 30/11/2023 The Chair of Askham Richard PC replied suggesting it would be good to have completed user evidence forms by the time of their meeting on 10th January 2024. 01/12/2023 The Clerk posted on the Facebook page appealing for witnesses. Nine people commented. 01/12/2023 The Clerk emailed the resident who brought this to the meeting. 03/12/2023 the resident who brought this to the meeting replied with a completed user evidence statement. 05/12/2023 The Clerk used Facebook Messenger to contact each one of these individually (one sent an acknowledgement). 08/12/2023 The Clerk posted an appeal for witnesses on the news section of the webpage. 08/12/2023 the Clerk emailed the resident who brought this to the meeting asking permission to disclose personal data to CYC and Askham Richard PC. He replied 9th December saying it was okay. 10/12/2023 Another resident emailed a completed user evidence statement. 13/12/2023 the Clerk emailed this other resident asking permission to disclose personal data to CYC and Askham Richard PC. He replied the same day saying it was okay. 21/12/2023 User evidence form received. 22/12/2023 The Clerk emailed four of those who had posted on Facebook with the user evidence forms attached and also emailed the Chair of Askham Richard two completed forms. Got replies the same day from two of those who had posted on Facebook saying they would complete the forms and from the Chair of Askham Richard. 03/01/2024 The user evidence form which was received on 21st December 2023 forwarded to the Chair at Askham Richard. 08/01/2024 The Chair of Askham Richard sent the Clerk two more emails, one of which was to say that one of the completed user evidence statements was for the Public Right of Way already established as such. 08/01/2024 Two more completed user evidence statements sent to the Clerk by residents. 09/01/2024 The Clerk forwarded these two completed user evidence statements to the Chair of Askham Richard. 09/01/2024 The Clerk sent acknowledgments to the two residents who had submitted user evidence statements. 09/01/2024 The Clerk emailed the resident who had completed a user evidence statement for the path already established asking if he could submit a revised form.
6	21/01/2021	Cllr. Steele	Playground Inspection Report	17/02/2022	Cllr. Smahon to produce a laminated sign. 17/02/2022 Cllr. Steele agreed to take this forward
7	20/10/2022	Clerk	A suggestion that the PC considers taking responsibility for grass cutting within the village the cost of which could be claimed back from CYC using their double taxation grant. The RFO to make appropriate enquiries	09/11/2022	09/11/2022 The Clerk emailed the Ward Councillor.
8	19/01/2023	Clerk	The Natural Environment Committee would be asked to develop a strategy for the maintenance of the other trees	14/02/2023	14/02/2023 The Clerk emailed the members of the Natural Environment Committee
9	16/03/2023	Clerk	One of the residents in attendance had concerns about the new entrance to the Recreational Area which affected the bottom of his drive which was ten to fifteen feet wide. He was concerned that this funnelled people down his drive The original plans went the other way. He stated that when reversing his car, he was past the entrance before he could see anything. This was causing problems for delivery vehicles and Post Office vans. The Clerk would ask the contractor to move the rails.	16/11/2023	31/03/2023 The Clerk emailed the contractor. 04/04/2023 The Clerk spoke to the contractor about this. He would do the work in the next two to three weeks (at the time of the telephone call). 06/04/2023 The Clerk emailed Parish Councillors accordingly. 28/06/2023 The Clerk rang the contractor and left a message, he called back, the Clerk and the contractor kept missing each other. 06/07/2023 The Clerk managed to speak to the contractor. 06/07/2023 The Clerk emailed a summary of the conversation to the PC. 16/11/2023 the minutes say "The entrance to the Recreational Area was still to be sorted, having taken a look at this, it was realised that this was not as straight forward as had originally been thought"
10	20/07/2023	Cllr. Wiseman	Playground Phase 2 - Cllr. Wiseman agreed to get some prices for the equipment.	21/09/2023	21/09/2023 At the September 2023 PC meeting, Cllr. Wiseman reported that he was exploring five companies and so far had spoken to three of them and gave prices quoted.

	A	B	C	D	E
11	21/09/2023	Cllrs. Dawson and Wiseman	It was agreed to set up a working party to explore option to take forward proposals for phase 2 of the Recreational Area development, Cllrs. Dawson and Wiseman agreed to be on this.		Recreational Area updates are a standing agenda item to capture any progress on this.
12	21/09/2023	Cllr. Wiseman	80th anniversary of the D-Day landings in June 2024 - Cllr. Wiseman agreed to take the lead on this		This is a regular agenda item leading up to the event.
13	19/10/2023	Clerk	Clarification regarding insurance was needed for the PC using volunteers to cut the grass in the Recreational Area		
14	16/11/2023	Clerk	The solicitors acting on behalf of York Diocese had replied to the email from the Clerk dated 22nd January 2021. They were asking if it was still preferable to the PC to pay annually rather than a lump sum every ten years. It was agreed that the Clerk replies accordingly.	05/12/2023	24/11/2023 The Clerk replied to the solicitors. Got an out of office auto-reply. 05/12/2023 Reply from the solicitor proposing £100 per annum. Forwarded to all Councillors the same day and put on the January 2024 agenda.