

Askham Bryan Parish Council Actio

Date Action Created	Arising from	Owner
17/09/2020	Parish Council meeting	Clerk
17/09/2020	Parish Council meeting	Clerk
17/09/2020	Parish Council meeting	Clerk
17/09/2020	Parish Council meeting	Clerk, Cllrs. Steele and Peers
17/09/2020	Parish Council meeting	Clerk
17/09/2020	Parish Council meeting	Cllr. Peers
17/09/2020	Parish Council meeting	Clerk
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17/09/2020	Parish Council meeting	Clerk and Cllr. Steele
17/09/2020	Parish Council meeting	Clerk
17/09/2020	Parish Council meeting	Clerk
17/09/2020	Parish Council meeting	Cllr. Peers
17/09/2020	Charity Meeting	Cllr. Smahon
17/09/2020	Charity Meeting	Cllr. Steele
17/09/2020	Charity Meeting	Clerk, Cllrs. Peers and Smahon

n Tracker

Description of the Action	Date Action Taken	Notes
Pursue the contractor who was to widen the gate entrance.	08/09/2020	Voicemail a
Planning Applications Received - notify CYC of the PC decisions	18/09/2020	Done
Non-attendance of Councillors for six month, Clerk to wait to end of September and write to both and notify CYC and put this as an agenda item for October	18/09/2020	Resignation
Payments to be processed		
Adjustment to be made regarding payment of Playground inspection from Charity account	02/10/2020	Added to O
Expenses claim for street signs to be submitted	06/10/2020	Added to li:
Pursue Lloyds bank to get Cllr. Smith added as a signatory	29/08/2020	Email sent.
Earmarked reserves (e.g. money raised at the quiz night) to be shown separately on the accounts	02/10/2020	Added to B
2019 Playground inspection report to be obtained and a 2020 inspection arranged	17/09/2020	Email sent,
Post draft minutes on the website and in the notice board	30/09/2020	Done
Forward to CYC the email regarding the caravan (correspondence item 125)	02/10/2020	Done, issue
Establish a process so that posts on Social Media be considered as part of the correspondence report.	02/10/2020	Added to O
Reply to a post regarding a bush on a grass verge affecting a resident's ability to park there. Refer the resident to City of York Council.		
Get the telephone banking code for the Co-Op bank, visit a branch with proof of ID	28/09/2020	Cllr. Smaho
Arrange a new Bookers account		
Get the CCLA account details updated	23/09/2020	Forms post

and follow up email, no response. Another SMS sent 02/10/2020

an email since received from one of the two Councillors. Letter and flowers for Doreen 28th September. 3

October payments for approval (to transfer to Co-Op account)

list of payments for approval for November

24th September call to Lloyds, the case was closed on 1st. July. An new application set up. Forms forwarded
Bank Reconciliation statement

reply received 18th September, refusing to send a copy of their last inspection because their agreement

is resolved 21st September

October agenda

John visited the branch as was advised that because this is a Business Account, they can't help. Cllr. Smahon

ended. Exchange of emails with CCLA 7th October, signatures required from Cllrs. Peers and Smahon

30th September, City of York Council notified. Website updated. 2nd October - thank you card received f

rded to Cllrs. Steele and Peers. Reply received 27th September. Printed copy of forms posted 1st October

t was with Askham Bryan Play Area Association. 7th October - Cllr. Steele emailed a resident involved wi

n spend an hour queuing on the telephone and spoke to an advisor who wanted details of cheques and l

from Doreen.

er. Received an SMS from Lloyds 5th October to confirm being processed.

ith Askham Bryan Play Area Association for a copy of the 2019 report.

bank statements. 2/10/2020 the Clerk forwarded this information to Cllr. Smahon