

Action Log

Appendix B

| Action Point | Owner | Notes | Status |
|--|--------------------------|-------|--|
| Full Council 8th February | | | |
| <i>Lease negotiations to begin OPS</i> | <i>Community Manager</i> | | With leaseholder for signing |
| Full Council 8th March | | | |
| Full Council – 12 April 2023 | | | |
| Updated Directory | <i>Community Manager</i> | | Still ongoing, however Town Clerk has adopted different format |
| Full Council – 17th May 2023 | | | |
| Amendments to HR and Finance Committee | <i>Clerk</i> | | In progress- Paperwork to be amended |
| Full Council – 12th July 2023 | | | |
| Grant notification of interest | <i>Clerk</i> | | Actioned and awaiting response |
| Full Council – 11th September 2023 | | | |
| Letter to Sir Edward Leigh regarding reduction in Police numbers | <i>Clerk</i> | | Awaiting reply |
| Letter to Sir Edward Leigh regarding pollution in our seas and waterways | <i>Clerk</i> | | Awaiting reply |
| Gazebos ordered | <i>Clerk</i> | | To arrive mid October |
| Town Partnership Bank Account Closed | <i>Clerk</i> | | Instruction given to the bank |