

**Council February 2022**  
**Item 4.3 Matters Arising**

Actions outstanding from previous minutes

| <b>Minute no.</b> | <b>Who</b>      | <b>Item</b>                                                                                                     | <b>Update</b>                                    |
|-------------------|-----------------|-----------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| Pg. 2067          | Clerk           | Enquire whether the Crime Audit Officer can assess Withyham and Blackham                                        |                                                  |
| Pg. 2163          | Clerk           | Resident interested in looking after Park Corner Pond contacting Clerk to arrange meeting. Cllr Kelly to attend |                                                  |
| Pg. 2228          |                 | Work with Blackham group to consult on whether residents would support some play equipment                      |                                                  |
| Pg. 2292          | Clerk           | Advertise for members of the public to the Air Traffic committee                                                |                                                  |
| Pg. 2297          | Cllr Fane       | Investigate whether any of the Burrswood buildings, gardens or trees require listing                            |                                                  |
| Pg. 2319          | Clerk           | Work with TW Ramblers on the contents and siting of a new circular walk lectern                                 | In progress with Chair of RoW                    |
| Pg. 2319          | Clerk           | Arrange for signs requested by Blackham litterpickers                                                           |                                                  |
| Pg. 2384          | Cllr Obbard     | Enquire whether a resident would maintain the raised beds at Balls Green Community Space                        |                                                  |
| Pg. 2385          | Assistant Clerk | Format and design the Parish Plan document for publication on our website and on hard copy.                     |                                                  |
| Pg. 2385          | Cllr Kelly      | Make personal contact with key stakeholders to disseminate the Parish Plan                                      |                                                  |
| <b>002156</b>     | Clerk           | Refurbish and site the gas lamp with a plaque for the Queen's Jubilee                                           | In progress                                      |
| Pg. 2388          | Councillors     | Survey the effectiveness of ESCC's grass cutting and feed back to County Cllr Georgia Taylor                    | Grass cutting maps provided to Cllr Gordon-James |
| Pg. 2388          | Clerk           | Seek quotes for an alternative payroll provider                                                                 | Agenda item 15.4                                 |

Actions from these Minutes

| <b>Minute no.</b> | <b>Who</b>              | <b>Item</b>                                                     | <b>Update</b>                       |
|-------------------|-------------------------|-----------------------------------------------------------------|-------------------------------------|
| Pg. 2416          | Clerk                   | provide details of grass cutting sites to Cllr Gordon-James     | Done                                |
| Pg. 2417          | Clerk                   | Notify GMS regarding use of Recreation Ground                   | Done                                |
| Pg. 2417          | Clerk                   | Notify Groombridge Preschool regarding use of Recreation Ground | Done                                |
| <b>002189</b>     | Clerk/Cllr Gordon-James | Commission drawings and a schedule of works (Phoenix House)     | Done                                |
| <b>002190</b>     | Clerk/Cllr Gordon-James | Obtain quotes (Phoenix House)                                   | In progress                         |
| <b>002191</b>     | Clerk                   | Make Precept request of £163,253                                | Done                                |
| Pg. 2418          | Clerk                   | Amend EMR allocations for 2022/23                               | Will be done for new financial year |
| Pg. 2420          | F&A                     | Review Clerk/RFO's levels of delegation                         | March F&A meeting                   |