

CLERK'S REPORT – to 12th November 2025

Agenda Item	Action Required	By Whom	Progress	Date Closed
V23/23	Put together list of instructions for hirers on how to use electronic equipment in the hall, to be sent out with hire confirmations and laminated for display in the cupboard at hall	VH Booking Manager	In progress	
23/130 (b)	Research locations for dog signs and ask for up to date quote	Clerk	On hold - pending taking on ownership of the Village Green	
24/062 (a)	Update the GHPC website with new images and layout	Clerk		
24/114 (c)	Purchase new mobile phone for Booking Manager	Clerk		
25/009 (d)	Arrange first meeting for the Neighbourhood Plan Working Group	Clerk	Awaiting decision on Coach Rd development	
J25/04	Consider hire agreements, terms and conditions and other policies required for ownership of the Jubilee Green	JG Committee		
J25/06 (a)	Investigate legal requirements for maintenance and ownership of play area, including inspections and policies required	Clerk/JG Committee		
V25/05 (c)	Investigate options for new heavy duty floor cleaning machine for next VH Committee meeting	Cllr B-L		
V25/06 (c)	Retrieve quotes to change VH electricity supply to three-phase, and bring quotes to next VH meeting for a decision	Cllr B-L		
V25/06 (d)	Invite resident with expertise in green energy to next VH meeting	Clerk		
25/060 (b)	Consider cost of clearing footway along A134 north of Tile House Lane as part of 2026-27 budget	Council	January budget meeting	
S25/16	Consider estimated staff expenditure recommended by Personnel Committee	Finance Committee	January budget meeting	
V25/16 (c)	Seek additional quotes for Village Hall quarterly deep cleans	Clerk		
V25/16 (d)	Fix the crumbling concrete issue in the Village Hall cupboard	Clerk	In progress	
V25/18	Update medium/long-term plans for Village Hall	Clerk		
V25/19 (b)	Consider estimated expenditure recommended by Village Hall Committee	Finance Committee	January budget meeting	
25/079 (d)	Make representation to the Planning Inspectorate regarding the pylons proposal (by 27th November)	Clerk/Cllr Sudbery		

25/039 (d) (iv)	Bring wording of amendments to Finance Committee meeting	Clerk	Complete	10/11/2025
J25/22	Ask representative from Caloo to carry out a site visit of the park	Cllr Jarvis	Complete	10/11/2025
J25/23	Ask solicitor to obtain list of assets on Jubilee Green from CCC	Clerk	Complete	05/11/2025
25/059 (d)	Check the parish council has the power to lease out property	Clerk	Complete (LGA, S126)	10/11/2025
J25/21 (b)	Put together medium/long-term plans for Jubilee Green	Clerk	Complete	10/11/2025
V25/17	Update Regular Hirer T&Cs and notify regular hirers	Clerk	Complete	12/11/2025
V25/19 (c)	Update new hire charges on website & notify regular hirers	Clerk	Complete	12/11/2025
25/079 (c)	Send Bloor Homes information from the Council's consultation with residents regarding the Jubilee Green	Clerk	Complete	12/11/2025
25/079 (d)	Contact Myland CC, CCC and Cllr David King to ensure they are aware of the traffic proposals for the pylons planning application	Clerk	Complete	12/11/2025