

CLERK'S REPORT – to 16th April 2026

Agenda Item	Action Required	By Whom	Progress	Date Closed
24/062 (a)	Update the GHPC website with new images and layout	Asst/Clerk	In progress	
25/009 (d)	Arrange first meeting for the Neighbourhood Plan Working Group	NP Work Group		
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	Cllr B-L		
V25/06 (d)	Invite resident with expertise in green energy to next VH meet	Clerk		
V25/16 (c)	Seek additional quotes for Village Hall quarterly deep cleans	Clerk		
P25/15	Look to refresh housing needs survey	NP Work Group		
25/108 (e)	Research options for additional bank account/debit card	Clerk	In progress	
25/113 (a)	Make changes to Reg Hirer T&C's to allow puppy train classes	Clerk		
25/132 (a)	Write to Highways regarding deterioration of Coach Road	Clerk/Cllr Arnold		
25/136	Ask CCC to begin the process to align parish boundary with A12	Cllr Arnold		
F25/33	Recommend slight update to committee Terms of Reference	Clerk	At future Parish Council meeting	
25/131 (c)	Request meeting with CCC to discuss speculative planning enquiries	Cllr Arnold	Complete	20/03/2026
25/133 (b)	Accept quote for installation of external light at Village Hall		Complete	17/03/2026
25/135	Meeting highlights to go on Parish Council Facebook page	Clerk	Complete	19/03/2026
25/132 (b)	Request update on footpath along A134	Clerk	Complete	19/03/2026
25/132 (b)	Ask Warden to cut back tree overhanging roundabout sign	Clerk	Complete	19/03/2026
25/133 (a)	Advise WI of decision on tapestry hanging in Village Hall	Clerk	Complete	19/03/2026
25/132 (b)	Chase repainting of mini roundabouts on A134	Clerk	Complete	19/03/2026
25/130 (c)	Complete annual subscription to CouncilWise	Clerk	Complete	14/04/2026
25/130 (d)	Renew annual subscription with RCCE	Clerk	Complete	14/04/2026