

Key Task Monitoring - March 2019

ITEM 2351

Agenda Item	Subject	Minute Ref	Status	Notes	R/Y/G	Responsibility
Emergency Plan	Appeal for local volunteers	2294	Advert placed in community magazine for volunteers			DF
	Update of contact details		Checks underway. Form to confirm Cllr contacts to be circulated			PC
Litter Picking Service	Drafting of new routes	2312	Meeting with members on Personnel Group to review employment details arranged			DF
	Staff employment information		Contracts JD, rates of pay and person specs drafted			DF
	Recruitment of new staff		Adverts to be drafted			DF
Staff Gratuity	Research into soundness of claim	2285	Claim settled and receipt for payment received			PC
Website	Review and update		Sub group established. Meeting to be arranged to commence review			DF
Village Green Maintenance	Review of existing maintenance regime to be completed	2266	Sub group established to undertake review. Historical information to be provided			DF
			Group meeting required to commence review			KF
Outstanding Highways Issues	To resolve long outstanding items	2308	Report to Council in March 2019 to advise of status of current items			PC
			Correspondence sent to County Councillor to seek solutions			DF
Community Group event	To prepare and attend the event in February	2310	To review at the March meeting			NR

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Major Planning Application - Mill Lane	Await possible consideration at UDC Planning Committee	2307	To review outcome of UDC Planning Cttee meeting at March 2019 Council			PC
	To plan and attend to speak at any UDC Planning Committee meeting		Position statement considered and drafted			DF & NR
Stansted Airport	Represent community over noise and environmental impact	2292	Ongoing.			PC
Possible donation of land	Options for land close to Mill Lane to be considered	2314	For consideration in March 2019			PC
Council Grants 2018/19	Grant payments to be completed		Payments being processed			DF
Annual Assembly 2019	Event proposals and plans to be considered		For consideration at March 2019 Council			PC
Proposed Pedestrian Crossings	Public views sought		Report to be provided to March 2019 Council meeting	E-mail sent to County Councillor for details of feedback she has received		DF
Management of Parking on Council Land	Possible appointment of external agency to manage parking areas	2308	Possible agency arrangement with NEPP?			DF NR
Parking on local highways	Schemes for new parking restrictions	2270	Discussions held with parking partnership. Formal proposals awaited			PC
Repairs to Play Area and Adjacent Paths	Repairs required. Advice from Council insurers being sought in respect of a possible claim for injury		Update to be provided to March 2019 meeting			DF