

NOCTON PARISH COUNCIL – CONTINGENCY PLAN (CP) REPORT OF ACTIONS TAKEN

Minute refs will be ratified at the next available meeting and recorded as Minutes for PC business during this time

MINUTE	DATE	ITEM	
515	08/06/20	<u>The Hub Update:</u> Landscaping Draft circulated to all for approval.	Clerk
	08/06/20	Fire Risk Assessment to be carried out by Firestop w/c 8 June. FRA Report received 19/06/20. Invoice received £540.	
	08/06/20	Fire Extinguishers – follow up regarding expected installation, which has not taken place.	
	09/06/20	<u>Landscaping:</u> It was agreed that the proposed landscaping plan be costed by Maher Millard.	
	15/06/20	<u>Smoking Area:</u> It was agreed that section 4 on the map be the designated Smoking Area.	
	26/06/20	<u>Staff:</u> It was agreed that the Temporary Posts of Manager and cleaner be scheduled to commence 20/07/20 and 03/08/20 respectively. M Hall has been contacted.	
	26/06/20	<u>Opening Date:</u> It was agreed that the opening date be Tuesday 11 August, for a physical PC meeting (pending government advice).	
516		<u>Planning applications:</u>	
	04/06/20	20/0677/HOUS The Post Office Main Street Nocton. Comments submitted 09/06/20.	
	11/06/20	20/0641/FUL 10 The Park Potterhanworth.	
	16/06/20	20/0726/TPO - Potterhanworth	
	17/06/20	20/0729/TPO - Potterhanworth	
517	09/06/20	<u>The Hub Update - Landscaping:</u> It was agreed that the proposed landscaping plan be costed by Maher Millard.	
518	09/06/20	<u>Chair/Clerk telephone conference call:</u> The Chair/Clerk held a call to check/note any updates and issues.	
519	17/06/20	<u>Village Sign:</u> It was agreed that the damaged village sign be scrapped, and the asset list amended. (- £1,632)	
520	23/06/20	<u>Chair/Clerk telephone conference call:</u> The Chair/Clerk held a call to check/note any updates and issues.	
521	26/06/20	<u>Resignation of Councillor:</u> It was noted that Cllr G. Jones has resigned as Cllr with immediate effect. NKDC has been notified and a Vacancy poster will be posted in due course.	
522	26/06/20	<u>Contingency Plan for Business Interruption – revised:</u> It was agreed to extend the CP for a further 2 months, starting from 19/07/20 – 18/09/20.	

Please note that these notes will be formally ratified at the first available meeting.