



Aldworth Parish Council Action Log

Number	Action	Responsible	Date Raised	Target / Actual Completion	Status	Response / Update
1	Ambury Road Drains	Clerk	08/07/2020	Feb-21	In Progress	Logged with WBC Portal Ref: 191591 iCM Reference: 0548-8153-0550-0683 on 5th January 2021. Also an email has been sent to Jon Bowden @ WBC directly. Message received from WBC this will be risk assessed and actioned when programmed. Photos and explanatory document will be sent again to WBC.
2	Collapsed directional sign at first crossroads on Aldworth Road opposite Pibworth House	Clerk	08/07/2020	Jan-21	Closed	Replacement sign installed
3	Replacement sign for contact number at playground	Clerk	14/12/2020	May-21	Closed	On order with Fawns. Delivery due w/c 17th May 2021. Installed on 7th June 2021
4	Bags of Topsoil on flooded bend toppled into road in Westridge Green	Clerk / DR	10/03/2021	Mar-21	In Progress	Stuart Clark to meet with Yattendon Estates to discuss additional drainage pipe in the field. 5th July update from Stuart Clark: I met a contractor on site last week and have issued an order for further remedial works. This time I will also have the solid white line around the bend reinstated.
5	Potholes on B4009	Clerk / DR	06/05/2021	Jul-21	Closed	Logged with WBC ref: 195997 and photos sent to Customer Services. Visit by Alan Law. New request logged ref 196425

6	Send Certificate of Exemption for External Audit to PKF Littlejohn	Clerk	17/05/2021	Jun-21	Closed	Notification received from PFK Littlejohn on 18th June - all complete
7	Look at refurbishing the Village Gateways and clearing the vegetation	Clerk	03/06/2021	Jul-21	Closed	Cleaning and repainting actioned
8	The Glebe Survey Results	All	15/06/2021	Sep-21	Closed	No further action required
9	Wildflowers at Westridge Green	All	Ongoing	Jul-21	Closed	No further action required
10	Winter Service Plan - Highways	All	10/06/2021	Jul-21	Closed	Agreed
11	Flood Risk Management Plan - WBC	All	29/06/2021	Jul-21	Closed	Agreed
12	Purchase new Noticeboard for the Village using Members Bid Grant money.	Clerk	29/06/2021	Jul-21	Closed	New noticeboard installed
13	Purchase and install new dog waste bin for Ambury Road	Clerk	21/07/2021	Aug-21	Closed	Installed
14	Draft comments for Boundary Review and submit before the deadline	Clerk / DR	21/07/2021	Jul-21	Closed	Actioned and comments submitted
15	Well House Roof tiles damaged	Clerk / NW	22/09/2021	Oct-21	Closed	Actioned
16	CA17 Notice / Lost Way in WG - prepare a request for it to be included in definitive map	Clerk	22/09/2021	Ongoing	In Progress	Seeking 10 completed documents before sending to WBC
17	Large hole in PROW in WG towards Bower Farm	Clerk	22/09/2021	Feb-22	In Progress	Elaine Cox to add aggregate to the hole
18	Send letter of appointment to Heelis & Lodge for Audit of accounts	Clerk	24/11/2021	Nov-21	Completed	Actioned and confirmed
19	Purchase MS Office 365 for Clerk	Clerk	24/11/2021	Nov-21	Completed	Installed
20	Book leaf and moss clearance for Playground ready for inspection in February	Clerk	24/11/2021	Jan-22	Completed	Done
21	Re-log the road surface issues at The Glebe and the Pavement along B4009 to WBC	Clerk	13/12/2021	Feb-22	In Progress	WBC advised it will be added to the scheme when they are ready. Seek Mike Buckle to attend to the pavement.
22	Send Precept Request to WBC	Clerk	12/01/2022	Jan-22	Completed	Actioned
23	Process s.137 grant to Church	Clerk	12/01/2022	Jan-22	Completed	Actioned

24	Order new litter bin and new salt bin and scoop for centre of village	Clerk	12/01/2022	Feb-22	In Progress	On order with Glasdon. Need to remove old salt bin first.
25	Send out village survey re the Platinum Jubilee	Clerk	12/01/2022	Mar-22	In Progress	Facebook Page and The Leaflet. Review at March Meeting
26	Advise WBC re faded road signs outside The Bell	Clerk	12/01/2022	Mar-22	In Progress	WBC have advised location will be investigated
27	Email Chris Vidler about the two accidents at WG over the weekend and request survey of signage, road markings and speed limit	Clerk / DR	31/01/2022	Feb-22	In Progress	Email sent to Chris and Highways Team, no response received as yet.

Summary	Total
Open	0
In Progress	9
Closed	13
Total	22