

## Item 7.3 Record of Actions / Decisions from 14<sup>th</sup> April 2020

On the 9<sup>th</sup> March 2020 the Council resolved, under the terms of the Scheme of Delegation S101;

“If Council / Committee meetings are cancelled due to COVID-19 that delegated authority should be given to the Proper Officer (the Clerk) in consultation with the Chairman and/ or Vice Chairman and /or Chairman of the relevant Committees.

- We keep the residents informed with links to national guidance
- Be vigilant with the venues and keep groups informed
- That we support staff – Personnel Committee to agree detail
- Review community events and keep the public informed
- Review digital communications
- Review insurance for losses

On the 18<sup>th</sup> March 2020 all Council meetings were cancelled until further notice due to National Guidance on public gatherings.

This is a report of the actions and decisions taken by the Proper Officer (Clerk) in consultation with the Chairman and Vice Chairman between 14<sup>th</sup> April 2020 to date. In addition, other Councillors having been engaged in “zoom” meetings as a sounding board.

The Clerk has circulated regular updates to all councillors to keep them inform.

Action number	Date	Cllr's sounded out	Detail of Action taken
1	17.4.20	PG / RC / PW	Obtain costs for replacing damaged Street light on Cranbrook Road, Seek Police reference number for insurance claim
2	17.4.20	PG / RC / PW	Reports to Southern Water – leak near Pharmacy and damaged pipe on edge of KGV / Hands of Hope land.
3	17.4.20	PG / RC / PW	Tats to repair damaged fence gate and fence at Cemetery – May 20200
4	17.4.20	PG / RC / PW	Bridgelands to band Evergreen trees at Cemetery – May 2020
5	19.4.20	PG / RC / PW	A grant of £250 was awarded to Community Poppy Knitters for Village VE Celebrations. However, revised events - so paid cheque for £100 and set aside remaining £150 for potential VJ Day Celebrations
6	20.4.20	PG / RC / PW	Email Parish Councillors regarding Parish Basic Allowance – report to May Council meeting
7	23.4.20	PG / RC / PW	Agreed to continue with Hanging baskets and put up bunting
8	23.5.20	PG / RC / PW	Promote revised VE Day Celebrations
9	23.4.20	PG / RC / PW	Chairman's newsletter distributed to all households
10	23.4.20	PG / RC / PW	Seek photos of Hawkhurst for achieve.
11	23.4.20	PG / RC / PW	Investigate option of Parish Council taking on village magazine or something similar – report to follow.

12	30.4.20	PG / RC / PW	Make a donation of PPE to Hawkhurst House and Bowles Lodge
13	30.4.20	PG / RC / PW	Received £2,765 from TWBC for hardship fund. Use to support food parcels and cover purchase of consumables such as milk, butter
14	30.4.20	PG / RC / PW	Approve Bonfire Society requested to reserve the Moor and KGV playing Field for their use on 28 <sup>th</sup> November 2020 – subject to national guidance
15	30.4.20	PG / RC / PW	Reopen KGV car park – but no public gatherings, MUGA playground or football.
16	30.4.20	PG / RC / PW	MUGA contractors aiming to return in May to complete installation (initially 4 <sup>th</sup> now deferred to the 11 <sup>th</sup> May)
17	30.4.20	PG / RC / PW	Implement national guidance for Funerals
18	30.4.20	PG / RC / PW	Community Hall work progressing aiming for updated designs in late May – need Community Hall Working Group zoom meeting
19	30.4.20	PG / RC / PW	Update on HCSG – see report
20	30.4.20	PG / RC / PW	Update on White House JR – verbal update at May Council meeting
21	30.4.20	PG / RC / PW	Consider Community Right to Bid – see report
22	30.4.20	PG / RC / PW	Hawkhurst Cemetery restoration project on hold
23	30.4.2020	PG / RC / PW	Reduced costs at facilities – waste contract deferred, electric etc. turned off.
24	30.4.20	PG / RC / PW	Emergency electrical work required at KGV
25	30.4.20	PG / RC / PW	Investigating broken tree limbs at KGV
26	30.4.2020	PG / RC / PW	Reported burst main on Cranbrook Road – 5.5.2020