

Item 7.1 Record of Actions / Decisions from 11th May 2020

On the 9th 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 18th March 2020 all Council meetings were cancelled until further notice due to National Guidance on public gatherings and on the 11th May 2020 it was agreed to continue with delegated powers.

This is a report of the actions and decisions taken by the Proper Officer (Clerk) in consultation with the Chairman and Vice Chairman between 11th May 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	14.5.2020	PG / RC / PW	TWBC air quality monitoring report requested
2	14.5.2020	PG / RC / PW	Southern Water report on sewage
3	14.5.2020	PG / RC / PW	KGV tree work requested
4	17.5.2020	PG / RC / PW	MUGA closed until lines completed
5	18.5.2020	PG / RC / PW	Mobile speed camera for Hawkhurst requested
6	18.5.2020	PG / RC / PW	Reduce speed on roads in Hawkhurst requested
7	18.5.2020	PG / RC / PW	Gate fixed at KGV
8	18.5.2020	PG / RC / PW	Order placed for MUGA tennis equipment
9	22.5.2020	PG / RC / PW	Prudent to review 2020/21 budget and report to the July Council meeting
10	22.5.20	PG / RC / PW	Discussion with Cllr Appleby on Village Magazine, agreed to support search for a new independent community editorial team and for the Parish to publish a summer Parish Newsletter.
11	22.5.20	PG / RC / PW	Audit – see July Council report

12	22.5.20	PG / RC / PW	Management of MUGA – see June Council report
13	22.5.20	PG / RC / PW	Obtained bus usage figures
14	22.5.20	PG / RC / PW	Reviewing VAT report – to come to council in July
15	22.5.20	PG / RC / PW	Arranged CCWG meeting
16	28.5.20	PG / RC / PW	Seek three quotes for air quality consultants – still waiting for data from TWBC – verbal update in June Council meeting
17	28.5.20	PG / RC / PW	Lobbying for speed reduction signs, mobile speed signs and mobile speed camera
18	28.5.20	PG / RC / PW	Prepare KGV Sports Pavilion for mobile post office from 1 st June 2020
19	28.5.20	PG / RC / PW	Prepare KGV Sports Pavilion for Community Hub from 2 nd June 2020
20	2.6.20	PG / RC / PW	Community Centre Working Group meeting
21	2.6.20	PG / RC / PW	Drafting Hawkhurst recovery plan