

Resources Committee Action List Updated 28th July 2016

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
1	07.04.15 R82 11.08.15 R16 20.10.15 R25 09.02.16 R46 19.07.16	Cemetery Lodge	<p>RESOLVED that a professional assessment of the cause of the damp and the poor condition of the lintel above the cellar window be obtained.</p> <p>RESOLVED that a full structural survey and a building survey of the Cemetery Lodge be undertaken</p> <p>Resolved to defer a decision to next Town Council meeting</p> <p>Resolved to appoint Building Consultant</p> <p>Resolved to appoint Builder C</p>	Deputy Town Clerk	<p>Three contractors providing assessment</p> <p>Order placed awaiting survey and subsequent report</p> <p>On Agenda 09.02.16</p>	
2	10.02.15 R76. B	Staffing Update	<p>RESOLVED</p> <p>(i) that a recruitment process for an Open Spaces Apprentice is run in early April and</p> <p>(ii) that a person is appointed to the role if there is suitable candidate.</p>	Town Clerk	<p>Apprenticeship advertised, interviews to be arranged</p> <p>On hold pending the appointment of a Senior Open Spaces Warden – applicants informed in writing On agenda 09.02.16</p>	

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	R47		Resolved to advertise for Open Spaces Apprentice		Applications received Apprentice appointed 18.07.16	
4	09.02.16 R43	Financial Regulations	Apply for Corporate Credit/debit card	Town Clerk	Information sought Appointment with Bank Relationship Manager pending	