

MONTH 2018	MINUTE NUMBER	RESOLUTION	TASK COMPLETE	COMMENT
April	10	Communication Strategy Task & Finish Group to prepare a recommendation for consideration concerning a Communication Strategy for the Town Council.	Work in progress	Communications and Media Policy approved by Council on 6 December 2018.
	20	Invite local businesses to sponsor floral displays at High Street and Sheinton Street	Work in progress	
November	14	Ask Arrol and Snell to consider improvements to the acoustics in the Guildhall	Work in progress	Request passed to Arrol and Snell and added to the programme of works under consideration. Programme of works still awaited from Arrol and Snell.
December	13	Recommendations from Internal Audit Report adopted.	Yes Work in progress	Arrangements made for Councillor to sign bank reconciliations and bank statements following Finance & Asset Management Committee meetings. Budget preparation completed. Other matters to be addressed by Locum Clerk/ RFO.
January	7	Connexus to provide additional information on profiles of tenants at Callaughtons Ash	Yes	Information provided.
	21	Contract to be placed for drainage work on Gaskell Ground	Work in progress	Pending discussions with Wenlock Estates and Shropshire Council.
February	9	Small unveiling ceremony to be arranged for Back Lane plaque to Alderman Davies	Work in progress	Permission for fitting plaque awaited from Shropshire Council. Ceremony to be arranged once permission and plaque organised.
	10	Arrange Annual Town Meeting	Yes	Representative from Environment Agency agreed to speak on flooding. Police officers unavailable. Meeting publicised in Wenlock Herald, website, notice boards, social media.