

MONTH	MINUTE NO.	RESOLUTION / ACTION	TASK COMPLETE	COMMENT
<b>2020</b>				
July	15b	Approach a builder regarding proposals to reconfigure Queen Street public toilets.	Pending	Passed to members of Grounds & Property Maintenance working group for consideration.
September	22	Establish the cost and arrangements for installation of a separate gas supply for 2 Burgage Way.	Pending	Involvement of local gas engineer required.
<b>2021</b>				
January	10	Obtain quotations for repairs identified for immediate attention and those specified as being necessary within two years for the Corn Exchange.	In progress	
March	12c	Defer consideration of the desired format of a Strategic Plan to the proposed working group of the new Council.	In progress	Raised at full Council meeting 08.07.21. Workshop for all Councillors to be arranged.
	18b	Consideration of the Guildhall renovation to be discussed as a priority item by the new Council.	Pending	
July	18	Administrative staff should work through the Fire Safety Audit of the Corn Exchange, implement recommendations which could be achieved at little or no cost and seek quotations for higher value measures.	In progress	
September	7	First draft of the budget to be presented to the October meeting of the Finance & Asset Management Committee	Yes	On agenda for October meeting.
	8b	Request that shops on the opposite side of the road to the Guildhall kept the pavement clear while the scaffold was in place.	Yes	
	9	Arrange for the contractor for the yew hedge to also remove the ivy on the rear wall.	In progress	
	10	Explore other options for insurance for buskers	Ongoing	
	11	Not to allow A boards in The Square but to support sales or promotional events.	Yes	Interested businesses notified.
	12a	Quotation for new street light to be presented to next meeting.	Yes	On agenda for October meeting.
	12b	Delegate authority to officers in conjunction with the Deputy Mayor to select a street lighting energy supplier and make arrangements for a new contract.	In progress	
	16	Accept the quotation from SL Coldicott Ltd for repair of the bus shelter roof.	Yes	Order placed.
	17	Renew the contract with Healthmatic for a further 12 months.	Yes	
	18	Accept the quotation from Morris Joinery for replacement windows for the intermediate office in the Corn Exchange.	Yes	Contractor has carried out a site visit and will provide information to support the application for Listed Building Consent.
	19	Approve the rental of the Mary Webb Room and for officers to make the necessary arrangements.	Pending	On agenda for October meeting.