

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.	In progress	Further information requested from gas supplier.
<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 and 04.11.21. Workshop for all Councillors to be arranged.
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	New signs and door seals purchased. Quotes being obtained for other work.
October	16b	Obtain quotations for a structural engineer's report on the damaged support beam at the rear of the Guildhall.	Yes	On agenda for meeting on 20 <sup>th</sup> January 2022.
November	5	Check for any recent work to Linden Lodge chimney.	In progress	No recent work has been undertaken. Condition of gutters to be checked.
	8	Consider the desirability of a new tree pit at the Gaskell corner end of the High Street.	Yes	On agenda for meeting on 20 <sup>th</sup> January 2022.
	10	If no positive response received from the prospective tenant for the Mary Webb Room to re-advertise the room for rental.	In progress	No response received from prospective tenant. Room to be re-advertised.

## Other activities:

- Meeting with SC Conservation Officer scheduled for 20<sup>th</sup> January
- Details of potential grant funds and fund raisers obtained from SC Place Plan Officer
- Contact made with a recommended fund raiser