

MONTH	MINUTE NO.	RESOLUTION / ACTION	TASK COMPLETE	COMMENT
2021				
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	Replacement locks obtained and fitting awaited – chased repeatedly
2022				
September	11	Long terms plans for the cemetery including this proposal (purchase of adjacent land for cemetery extension) may be included in the long-term strategic plan for the council.	Pending	For consideration as part of Town Council Strategic Plan.
2023				
October	5	Add consideration of the cemetery extension to a forthcoming agenda.	In progress	Contact made with other clerks with relevant experience. Information being followed up.
2024				
March	14	Defer consideration of part-night lighting to a later date when the current large projects the Council was engaged in had been completed.	Pending	
	16	Seek quotations for repairs to the boundary fence at Linden Lodge.	Yes	On agenda for Oct Finance meeting.
May	11c	Include information on the new lighting on the Pinefields footpath in the Wenlock Herald.	Not yet	Information now received from Star Housing. Lights to be added to TC street lighting inventory for maintenance.
July	13b	Leave one roundel at the rear of the library ('Each brain has a hunger to be fed') and move the other to the end of Sheinton Street.	Pending	Relocation awaited.
	15	Prepare the War Memorial Board and install it on the side wall of the Corn Exchange, facing toward the Square. Call for volunteers to help repair, treat and seal the board as necessary and to install it before November.	In progress In progress	Volunteers called for in October Wenlock Herald and via noticeboard and social media.
	20	Recommend to full Council that NPM be contracted to manage the car parking at the rear of the Corn Exchange.	Yes	Considered at October full Council meeting, referred back to Finance Cttee. On October agenda.
September	7	RFO and Clerk should prepare a first draft of the 2025/26 budget for consideration at the next meeting.	Yes	On agenda for Oct Finance mtg.
	9	Obtain quotations for a stand-alone CCTV system for the public toilets at St Mary's Car Park.	In progress	
	10	Ask each stallholder attending the Christmas Lights Switch-on to make a donation to the Council's chosen charity.	Pending	To be managed as part of arrangements for stallholders.
	11	Support the initiative of introducing a Poetry Trail in the Old Cemetery. Ask whether the Church would allocation donations from one of the regular soup lunches to raise funds for the Poetry Trail.	Yes Yes	Friends of the Old Cemetery advised. Yes – fund raising soup lunch scheduled for Jan 2025.
	15	Accept the quotation from Michael Baugh for repairs to the door to the Cooke Clock.	Yes	Work awaited.
	16	Accept the quotation from Abbey Nursery for winter floral displays.	Yes	Planting awaited.

Other activities:

- Participation in meeting with Shropshire Council officers re Library agreement and lease
- Online meeting with Graham Compliance Services re legionella monitoring at Guildhall
- Participation in meeting with NLHF re Guildhall application

Trudi Barrett, Town Clerk