

## UPAVON PARISH COUNCIL: ISSUES' TRACKING TABLE – AS AT 19 JUNE 2014

The updated Issues' Tracking Table is below for your Action or Information, as indicated in columns (c) and (e). Any questions or comments, please let me know.

Serial (and date when first decided)	Issue and Action	Council Lead	Target date	Remarks
(a)	(b)	(c)	(d)	(e)
1 (Oct 12)	Position one or two AEDs in Village – potentially situated in red 'phone boxes. First to be situated in Village centre, second to be situated at Down View (likely to be 2014/15).	Community facilities committee	Sep 13	<b>Update 13 Jun14: E-Mail of 28 May detailed progress and requested volunteers to assist. No positive responses. If no volunteers, I recommend that we scrap this project and return £500-00 grant to the Area Board. PC/JM/ALL</b> <b>Update 19 Jun 14: (a) NM and PW agreed to help with fund-raising. (b) JC agreed to speak with the organisers of the Mini-Fun Day and Dog Scurry in order to encourage donations. (c) JM to push out a note covering actions required. JM/NM/PW/JC</b>
2 (Oct 12)	Phase 2 of a footpath from Riverside Park to Finches Cottages path	Chairman, Peter Williams and Noel Maskell	Feb 14 (TBC)	<b>Update 13 Jun14: (a) PC replied to WCC letter. No response received as at 12 Jun 14. (b) PW to brief on PIGS Application. PC/PW</b> <b>Update 19 Jun 14: (a) PC's reply sent on to WCC Legal for their attention. (b) PW briefed on the [lack of] progress of the PIGS grant application. It was agreed that we should pursue this particular avenue no further. PC/PW</b>
3	Provide guidance and advice to	Paul Cowan	On-going	<b>Update 13 Jun14: PC content with new 'contract'.</b>

(Oct 12)	UCG on a regular basis			<b>Sent to UCG for consideration on 12 Jun 14. PC/JM Update 19 Jun 14: Meeting to discuss scheduled for 1100 hrs Wed 25 Jun. PC/JM</b>
4 (Oct 12)	Progress the funding of a relevant community project by Aster through section 106 monies and decide on community use of funds.	Chairman	TBC	<b>Update 13 Jun14: (a) All play equipment delivered and stored, (b) Volunteers and residents helped install 6 pieces of equipment to level 1 (concreted in field) on 08 Jun 14, (c) Plan is to continue activities over summer in order to complete installation, (d) 106 monies applied for and received. Supplier paid. (e) A cracking effort by all involved! PC/RA Update 19 Jun 14: The programme of work continues! PC/RA</b>
5 (Oct 12)	Investigate ways of preventing incorrect and dangerous use of the one-way system around "triangle" house	Public safety committee	TBC	<b>Update 13 Jun14: To be confirmed whether signs will be realigned. BG Update 19 Jun 14: For consideration on Community Day – if it doesn't happen then, issue to be removed from list. BG</b>
6 (Oct 12)	Prepare a Parish Emergency Plan	Vice Chair/Public safety committee	On-going	<b>Update 22 May 14: RH volunteered to look over the current Plan, with a view to moving it forward. JM to provide printed copy for June UPC Meeting. Update 13 Jun14: Draft Plan printed ready to hand over. JM/RH Update 19 Jun 14: Plan passed to RH for his perusal. JM and RH to discuss in due course. JM/RH</b>
9	Increase participation in	Vice Chairman		<b>Update 13 Jun14: Two potential volunteers have</b>

(Apr 13)	Community Speedwatch operations.	/Public Safety Committee		<i>stepped forward to on the future of CSW in Upavon. <b>JM</b> to liaise. Update 19 Jun 14: KH is a keen volunteer. His details will be passed on to the coordinators. <b>JM</b></i>
10 (Apr 13)	Organise activities for the elderly.	Julie Swansborough		<i>Update 22 May 14: All going well. <b>JS</b> advised that there has been £100-00 put aside in this year's budget to support these activities, but the project must be self-funding. Action continues to lie with <b>JS</b>. Update 13 Jun14: All going according to plan. Additional funds being raised through raffles. <b>JS</b> Update 19 Jun 14: Ongoing.</i>
11 (Apr 13)	Refurbish gas lamp at Avon Square.	Community Facilities Committee		<i>Update 22 May 14: Scheduled to be completed in Jun. Action lies with <b>PC</b>, with <b>RH</b> 'in support'. Update 13 Jun14: Ongoing – unfortunately, planning issues have prevailed this month. <b>PC/RH</b> Update 19 Jun 14: Ongoing.</i>
12 (Apr 13)	Prepare Business Plan and Budget for 2014/15.	Finance Committee		<i>Update 11 Jun14: NFA at present. Update 19 Jun 14: NFA at present.</i>
13 (Jul 13)	Village Maintenance	Community Facilities Committee	Ongoing	<i>Update 19 Jun 14: (d) <b>JS</b> has agreed to source a <u>second 'notice-board' for the bus shelter</u> before re-painting the interior – work progressing. In-Hand. Noticeboard will be used for Parish and other information notices, etc.. (e) 'No Tipping' sign for Widdington lay-by received and will be installed by <b>PC/RA</b> in due course. Action In-Hand.</i>

				<p>(f) 'Phone box at Down View requires repair. <b>RA</b> has assessed repairs to cost £135-00. Cheaper assessments being sought. Go-ahead given for repairs. If it is damaged again, action to remove the box will be taken.</p> <p>(g) All Village Gates require attention. Edgar has repaired, and will paint soonest. JS is to advise when this work will take place. If further delayed, we will outsource the job. <b>JS</b></p> <p>(j) Bridge at Pottery Corner requires attention. <b>BG</b> discussed with SM – hopefully a task for the Community Day.</p> <p>(k) 'River Avon' sign on A345 Pewsey Road requires attention. Repairs are now 'In-Hand'.</p> <p>(l) The new fence installed with the help of the Fields in Trust grant has been damaged. Although minor it will require some attention. Decision has been made to cut back the fence in the corner of the field, allowing permanent access to the old school field. Repairs to take place in due course. Action In-Hand. <b>PC/RA</b>.</p> <p>(m) Litter Picking. Ongoing. <b>RA</b> briefed on recommendation for more efficient litter clearance. It was agreed that RA, JS and PW would draw up a Plan for the future of litter-picking and present it at the next UPC Meeting. To include costings and financial impact. <b>RA/JS/PW</b></p>
17	Highways and Streetscene	Public Safety	Dec 13	<b>Update 13 Jun14: Ideas to be sent to <b>BG</b> in writing</b>

(Sep 13)	'Community Day' – TBC 2014.	Committee		<b>ASAP. BG/ALL</b> <b>Update 19 Jun 14: All to pass ideas for the Community Day in writing to BG before his Meeting with Stephen Matthews (PO to be in attendance) on 25 Jun 14. ALL/BG</b>
20 (Apr 14)	Develop and implement plan for better use of Village red 'phone box(es).	Community Facilities Committee	Sep 14	<b>Update 09 Apr 14: Intention is to use JS' contact (Edgar) to assist in making the red 'phone boxes a more permanent source of information, etc. PC/JM to define the requirement.</b> <b>Update 20 May 14: Action remains with PC/JM to define the requirement.</b> <b>Update 13 Jun14: On 'back-burner at present'. Ongoing. PC/JM</b> <b>Update 19 Jun 14: Ongoing.</b>
21 (Apr 14)	Let new Village Maintenance Contract	TBC	May 14	<b>Update 13 Jun 14: (a) Temporary contract let to Simon Last of Pewsey (10 cuts for remainder of year). BBLP continue to cut Church Yard, (b) New estimate received from Gary Murton (Upavon), (c) All estimates to be reviewed at the end of the year for the cutting of fields in 2015. PC/RA</b> <b>Update 19 Jun 14: (a) PC/RA to review estimates at the end of the year – hopefully 3 tenders. (b) Simon Last is [approx] £4.6 K and Gary Murton [approx] £4.5 K. PC/RA</b>
22	Mowing Areas, Maps and Schedule	PC	May 14	<b>Update 13 Jun 14: WCC are aware of the issue and we expect the maps and schedules to be corrected in the near future. PC</b> <b>Update 19 Jun 14: PC briefed that BBLP are steadily</b>

				<i>catching up with their contractual responsibilities. Grass banks will be cut around the Village and gully clearance will also take place. There remains concern over the frequency of the cutting of grass banks on A roads, and PO agreed to look into this. <b>PC/PO</b></i>
23	Lighting in Watson Close.	RH	May 14	<i><b>Update 22 May 14:</b> There is an issue over the lack of street lighting on Watson Close in the proximity of the UCC. <b>RH</b> is in negotiation with Aster, in order to get a new lamp-post put in place (in lieu of the one removed during the building of Casterley Close). <b>Update 19 Jun14:</b> Action ongoing – but <b>RH</b> not confident of a quick solution. <b>RH</b></i>
24	Draft New Committee Structure for the Parish Council.	PC/JM	Jun 14	<i><b>Update 19 Jun 14:</b> PC/JM to draft new Committee Structure for UPC. To include: Cttee Chairmen, Members, Responsibilities, External Meeting Responsibility.</i>

J MULROY  
Parish Clerk  
19<sup>th</sup> June 2014