

## Clerks Report

Date of Council meeting	Minute Ref: Reason	Action Owner	Request	Log	Current Status - RAG 0-3 mths <b>Green</b> 3-6 mths <b>Amber</b> Over 6 mths <b>Red</b> Over 1 year <b>Purple</b>	Time Taken Months
18/07/2023	057/23	Councillors	Parish Notice Boards	<b>040724:</b> Chaser email sent <b>031024:</b> Works have commenced on premises - Further chaser email sent <b>171024:</b> Pullen Associates have responded stating they are reviewing options	Ongoing	
18/06/2024	036/24	Clerk	HALC Membership	<b>160924:</b> Email sent to NALC re reimbursement of fees. Access to site has ceased <b>121024:</b> Chaser email sent <b>131124:</b> Further chaser sent via website	Ongoing	
15/10/2024	077/24	Clerk	County and Borough Representations	<b>RESOLVED:</b> That a letter is sent to Chair of Eastleigh Local Area Committee and Councillor Keith House leader of the council requesting regular engagement with Borough and County Councillors <b>Recommendation:</b> That Borough and County Councillor attendance and reports is included in the Annual Report. <b>061124:</b> Letter sent to Cllr Nick Adams King leader of HCC and Cllr Keith House leader of EBC requesting improved communications between councils.	Completed	1
15/10/2024	080/24	Clerk	Bus Service	Considering that Bus route 61 is to be phased out that a letter is written to Cabinet Member for Transport and Economy regarding the lack of public transport services within the parish. <b>061124:</b> Letter sent to Cllr James Duguid Cabinet Member for Transport and Economy and Blue Star Transport highlighting the lack of public transport available in the parish	Completed	1
15/10/2024	087/24	Clerk	Business Continuity	<b>Recommendation:</b> That the Clerk adds a guide for the administration process of the Council to the Security Information held by the Chair in accordance with Financial Regulation 2.7	Ongoing	