

Actions Log

Date of Meeting	Item/Resolution No.	Details of Action	By who	By When?	Latest Update	Progress
6th June 2024	FAP/04/2425	Officers to look at ways of promoting the Grant Scheme on a regular basis, and to look at requesting proof from Grant Applicants that the Council is acknowledged in their projects as recognition of the grant award as stated in the Grant Application process.			See below from 19/9 meeting	Suspended
6th June 2024	FAP/05/2425	A new 'traffic light' system to be included in future reports to highlight budget lines that are underspent/on target/overspent.				Complete
19th September 2024		Question from member of public, reply to be emailed out.	SVS			Complete
19th September 2024	FAP30/2425	To start advertising/promoting the grants on our website along with pictures from applicant if Ok'd to go on public viewing. Suggestion to promote via Chronicle	SVS		See 13th February meeting FAP/60/2425	Suspended
19th September 2024	FAP/36/2425	Council required to approve updated Standing Orders for Contracts Policy and Section 19 of Standing Orders	SVS	03/10/2024	23/9 (SVS) Reports updated and saved in Council meeting folder.	Complete
19th September 2024	FAP/27/2425	Council to approve updated Financial Regulations and Procurement Policy	SVS	03/10/2024	23/9 (SVS) Reports updated and saved in Council meeting folder.	Complete
19th September 2024	FAP/37/2425	Council to approve updated Investment Policy and Strategy	SVS	03/10/2024	23/9 (SVS) Reports updated and saved in Council meeting folder.	Complete
14 November 2024	FAP/40/2425	Actions Log: To add CIL outstanding discussion to the Action Log. To look into what the CIL monies could be used for.	DM/Committee		Added to action log for future meetings. Remain as Not Started until item discussed.	In Progress
14 November 2024	FAP/50/2425	Town Hall Illumination Policy, update the draft policy time period from, 6 to 12 months and recommend to Council for approval.	SVS	12/12/2024	18/11/24 [SVS]: Updated MW re amendments. Document placed in 12/12/24 Council folder. 07JAN25 Update: Policy approved by Council 12DEC24 CTC/69	Complete
14 January 2025	FAP/55/2425	RESOLVED to approve the EMR movement for 24-25 year end and recommended this to Council for approval on 23rd January 2025.	Council	23/01/2025	Council to approve EMR movement and to note use of reserves in 25-26 budget: UPDATE 27/1: Approved at Council 23/1/25	Complete
14 January 2025	FAP/56/2425	RESOLVED with amendments, to approve a DRAFT Budget for 2025-2026, and recommended this to Council for approval on 23rd January 2025	Council	23/01/2025	Council to approve budget and precept as a separate resolution reference. UPDATE 27/1: Approved at Council 23/1/25	Complete
14 January 2025	FAP/57/2425	RESOLVED to approve the payments over £5,000, and recommended these to Council for approval on 23rd January 2025.	Council	23/01/2025	Council to approve payments over £5,000. UPDATE 27/1: Approved at Council 23/1/25	Complete
13 February 2025	FAP/60/2425	Action: RFO advised that Press Releases and social media posts would be taking place to promote the grant scheme for the final meeting of the year on 27th March 2025.	RFO	15/02/2025	Completed week commencing 17th February 2025.	Complete
13 February 2025	FAP/60/2425	Action: A strategy meeting for projects relating to CIL monies will be taking place prior to the Finance and Policy meeting on 27th March 2025	CO			In Progress
13 February 2025	FAP/68/2425	Once the total is corrected, submit the CIL report to Cheshire East Council.	RFO	by 31/3/25	Report submitted to CEC 01/05/2025	Complete
13 February 2025	FAP/69/2425	RESOLVED with the below addition to approve the updated Business Risk Assessment and recommend this to Council for approval and adoption into the Constitution at the Annual Town Meeting. Addition: To include information re events risk assessment and safety i.e. Balcony area.	Council	27/02/2025	Approved at Council 27FEB2025 CTC/84/2425	Complete
13 February 2025	FAP/70/2425	RESOLVED To approve the draft updates to the Mayor's Allowance Policy and recommended the Policy to Council on 27th February for approval and adoption into the	Council	27/02/2025	Approved at Council 27FEB2025 CTC/85/2425	Complete
13 February 2025	FAP/71/2425	RESOLVED To approve the list of external support and recommend this to Council for approval at the new year	Council	15/05/2025	Aim for June 25 meeting of Council.	In Progress
27 March 2025	FAP/83/2425	Publications Policy:FAP/83/2425 RESOLVED to approve the draft updates and recommended this to Council for approval and adoption into the Constitution	Council	01/05/2025	Completed: CTC/95/2425 with additions to be made to the list: Tree Policy • Site specific biodiversity plan • Equality and Inclusion policy • If available areas of responsibility for CEC and CTC	Complete
27 March 2025	FAP/82/2425	Staning Orders and Financial Regs to go to Council for review	Council	15/05/2025	Aim for June 25 meeting of Council.	In Progress