

Action	Minute ref	Priority	Completed /Progress
Investigate Data Protection Extension	19/27	Medium	
Investigate cost of mobile data	19/37		
Take up Parker Road grass cutting issue with Laura H	19/55		
Produce and make available summary of impact of footbridge closure	19/59	Low	
Consider scattering of ashes at future meeting	19/82		
Table further amended Grants Policy and Procedure	19/83		
Write again to parishioner interested in putting prefab office on former GE car park	19/89		
Ask VoWHDC's Waste Team to tackle Hinksey Hill, Devil's Backbone and Betty Lane	19/105a		19/10/2019
Inform OxonCC no need for additional salt or salt bins	19/105b		19/10/2019
Submit Register of Interests Form for Catherine Powell	19/106		06/11/2019
Send Code of Conduct to CP	19/106		Chased
Amend bank mandate to include all councillors	19/106	High	
Get Review of System of Internal Controls report amendment initialled by LG	19/107		
Get amended Risk Assessment signed by Chairman and published on website	19/108		06/11/2019
Purchase noticeboard for burial ground	19/117c	High	
Chase memorial mason for response re memorial over 30in height	19/117c		Chased
Ask SSEN to remove pile of rubble	19/119b		
Include item about Neighbourhood Plans on agenda of next mtg	19/133		27/11/2019
Engage contractor to carry out recommended work on burial ground trees	19/140a		
Establish whether parties to cyclist sign licence will accept black & white sign	19/142b		Chased
Pursue Oxford City Council re rough sleeper debris close to Devil's Backbone	19/142c		Chased
Send ltr to Highways England about A34 closures drafted by Vice-Chair and LG	19/143		No ltr drafted
Complete, circulate and publish draft minutes	x		24/11/2019
Upload signed minutes to website	19/148		06/11/2019
Post signed cheques	19/149		04/11/2019
Pay VoWHDC uncontested elections invoice at branch of HSBC	19/149		06/11/2019
Ask Linda Slater to circulate details of Dist Cllrs surgery via Shinfo	19/151		Done 9/11/2019
Circulate information about Botley Rd and West Way Improvements consultation	19/151		27/11/2019
Submit planning response: 11 Manor Road	19/152a		Withdrawn
Submit planning response: Peppercorn Cottage	19/152b		14/11/2019
Invite Smart Planning to attend next Council mtg re former GE car park proposals	19/152c		22/11/2019
Reply to VoWHDC re Christmas tree collection point	19/153a		VH car pk off
Prepare background papers for budget mtg with Chairman and Vice-Chair	19/154		08/11/2019
Request VH bookings for 2020 Council mtgs	19/155		Confirmed 15/11/2019
Arrange Microsoft Word training on styling headings	19/156		
Create statement about recording of meetings to be read by Chairman at each mtg	19/157		
Provide BJ with details of Layla Moran's commitments	19/159		
Place litter pick on agenda of March meeting	19/160		
Place renewal of agreement with BBOWT on agenda of next meeting	19/161		24/11/2019