

Schedule of Actions and Tasks for Queen Camel Community (QCPC) May24-Apr25

Summary of tasks/actions as at 3/11/24	
Status	Number
Active (ongoing)	13
Pending (ongoing)	21
Held (kept in view)	8
Completed (closed)	30

ONGOING ACTIONS

Action/Task	Lead/Status	Notes/Result
Highways		
Highways- Drainage Church Path	Pending (ongoing) BN	An issue still being progressed with Somerset Highways Nov 24 Update required
Highways- Wales Bridge	Pending (ongoing)	Pressure maintained on Somerset Highways for repair to Wales Bridge following the flood (May23). Although work completed, liaison still being maintained on behalf of local residents due to poor condition of the current surface. Nov 24 Update required
Highways - No Through Road sign Grace Martin's Lane	Pending (ongoing)	Due to an HGV entering GML in error and becoming stuck, parishioners wish for No Through Road signage. Requested from Highways and await installation which would need to be onto the Church wall. Update Sep24: Highways have action but need Diocese consent to place on wall. Awaiting consent from Diocese before this can be progressed- Rev Caroline Walker making enquiry (11/10/24).
Highways- Repair potholes on QC Bridge (A359)	Pending (ongoing)	Reported to SC May24. No response. Reported again Sep 24 ref:821556.
Footpaths and Rights of Way		
Footpaths- Path behind village hall WN23/21 is sloped and slippery in winter at gate to bridge	Active (ongoing) PH	Situation being investigated by PH for update

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Footpaths- Repair to Dark Lane Packhorse Bridge	Pending (ongoing)	Bridge badly damaged in floods of May 23 and closed so footpath closed Heritage bridge that has been currently surveyed and plan in action, and contractors identified, through Somerset Council bridges team for repair to commence in coming months. Sep24 still no progress. Nov 24 Update required.
Footpaths- Monitor re-routing of Footpath in MOD field at Camel Hill and potential Bridleway	Pending (ongoing) PH	Footpath across field to close with proposal for path to go from Gason Lane to Traits Lane via south of MOD field. Also, proposal for it to become Bridleway. No official notification to the PC. Email sent to Eve Wynn 3/11/24
Footpaths- Monitor change from Footpath to Bridleway Sparkford Hill to Gasson Lane	Pending (ongoing) PH	(Aug 24) Paths WN27/4 and WN23/15. Objections received and so referred to Planning Inspectorate for decision
Flooding		
Flooding- Future flood contingencies and planning	Pending (ongoing) ML	Following May flood, the flood committee have been instrumental in assisting other communities, and SC to plan for the future and to assist residents with issues affecting them. Due to extending scope of flood area (May23), Flood Committee are progressing with an extended flood plan and to identify contingency measures.
Roads- Drop down flood signs	Pending (ongoing) ML	Both drop down 'Flood warning' signs are broken at entrance to village. Request made to Somerset Highways for replacement/removal (Jul23) No response. May 24- Drop down sign north of village has been removed. These signs are not going to be replaced. Current action at flooding is to notify Police/SC for signage as required. Ongoing enquiries continuing at potential for traffic lights at Queen Camel bridge. Ongoing
Grants, CBF and Asset purchase		
Grant funding- QC Church- Contributory funding for Camel Magazine, Church Clock maintenance and lights	Closed	£750 annual grant provided
CBF- Play Area project management	Pending (ongoing)	Consultant fee for Tender process and Project Management of installation of new Play Area (£???)
Communication		

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Communication- Parish Council websites in need of update, new Cllr emails	Active (ongoing)	Website provider has been changed and new website designed. With the design, each parish Councillor now has their own email address to keep emails separate from personal messaging. Ongoing updating of website
Playing Field		
Playing Field- Tree safety report	Pending (ongoing) BN	PC considers a tree survey required for trees around the playing field to ensure safety. Surveyor identified and to be completed
Playing field- Car Park- The condition of the Playing field Car Park needs addressing with potholes in car park and approach track	Pending (ongoing) BN	Quotes obtained for extending and resurfacing car park, removal of old mound (slide) and partition fence from Play Area and Playing Field. Potential for completing reparation to Green Lane 9bits missed by SC) and towards Tennis Courts. Sep 24 decision made on quote and to be progressed. Awaiting work to be completed.
Playing Field- Cricket nets- replacement	Pending (ongoing) PFWG/ QCCC	The current cricket nets are in need of replacement. QCCC are seeking funding. Permission to relocate new nets in southwest corner of playing field. Sep 24, agreement for grant applications to be made into QCPC. QCCC progressing in liaison with PFWG.
Traffic/Road safety matters		
Traffic- Excessive Speed through Queen Camel	Active (ongoing)	Ongoing complaints from residents re continual concern over speeding traffic. Liaison with A+S Police and SC for installation of speed surveying devices. They will only act on evidenced based approach and there is insufficient evidence of speeding to justify installation of equipment (including SIDS). They stated they would look at installing survey equipment but currently have high priority areas in Somerset. Current stats state no serious injuries in Queen Camel High St for over 20 years and one in West Camel Road was not speed related. Liaise with QC community at village meeting May23 to advise of the situation and need for data to be collected and the only way to do so would be by way of community speed watch. No volunteers. Community Speed Watch had been previously organised (a few years ago), equipment obtained and ready to deploy but insufficient volunteers (2) and so embarrassingly returned to Police. May 24- highlighted as issue in recent village survey. Oct 24- Discussed at village meeting on Road Safety matters, three options put forward- CSW, 20mph throughout village and SID. Actions raised.
Traffic- Increase in HGV using Queen Camel in contravention of prohibition	Active (ongoing)	Liaison with A+S Police in January 23 for data on HGVs using A359 through Queen Camel (declined). Direct communication with local police Chief who stated there were insufficient officers available to enforce HGV

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		<p>legislation and it was not a policing priority. Held pending but raised to during recent village survey as a resident priority. 6 volunteers have come forward to assist in future, but no one to organise as of yet.</p> <p>Oct 24- Village Road Safety meeting. Most concern about HOPKINS lorries, explained they were accessing and therefore no HGV breach. This being dealt with for breach of planning. No coordinator for HGV watch.</p> <p>Oct 24 Detailed Road Safety Report completed following Village Meeting with proposed courses of action to report ASB.</p>
Traffic- Speed Indicator Devices (SIDS) for the High Street/West Camel Road.	Active (ongoing)	<p>SIDS discussed by previous PC on a few occasions with a view to purchase from CBF. There is a Police Fund for SIDS but there must be an evidenced need to be able to utilise the fund. Also, to site SIDs on posts requires safe locations to be highlighted and permission from Highways for Street furniture to be used. Authority based on identified need.</p> <p>Oct 24 Suggested by those present at Village Road safety meeting as way forward and could be funded from PC /CBF funds. Bureaucracy and requirements explained but felt to be the way forward.</p> <p>Oct 24 Detailed Road Safety Report completed following Village Meeting. No evidenced speed issue. To be discussed Nov 24.</p>
Traffic- Establish process for 20mph speed limit throughout the village	Active (ongoing)	<p>Raised at Village Road Safety meeting Oct 24.</p> <p>Oct 24 Detailed Road Safety Report completed following Village Meeting. No evidenced speed issues. To be discussed Nov 24.</p>
Traffic- Review visibility for vehicles coming from Church Path on to High Street	Active (ongoing)	<p>Raised by residents at Road Safety meeting Oct 24, as an issue of poor visibility to the right from Church Path. Detailed Report provided to PC. Highlights a potential issue with vehicles accelerating off the end of the 20mph zone and limited visibility and need for hedge to be cut back to extend the limited view. To be discussed Nov 24.</p>
Traffic- Liaison A303 redevelopment	Pending (ongoing)	<p>Continual and consistent liaison with Galliford Try throughout the development of the A303 to ensure the needs of Queen Camel are considered including Councillors attending site visits for updates and discussion. Requests for traffic control measures through the village during works closures of the A303 and traffic diverted through the village. Including traffic signals at Queen Camel Bridge to ensure traffic flow is maintained and tailbacks are evenly distributed between north and south bound traffic.</p> <p>Continuing response to updates circulated via village messaging systems.</p>
General Community Actions		
General- Clarification required on position of Wessex Internet providing fibre internet to village	Active (ongoing) DL	<p>Infrastructural work conducted by Wessex Internet. In Oct 24, some villagers received email from Wessex Internet stating not commercially viable to provide internet to them. DL in communication with Wessex Internet for clarity</p> <p>Nov 24 Update required.</p>

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General- Community Storage facility.	Active (ongoing) JC	Previous suggestion made by PFM member for a storage facility for the village as there were lots of community items held in various personal garages around the village. On asking the community there was no response and so no evidenced requirement. This has again raised its head and Cllr Carnegie looking into it. Tasked to identify items requiring storage, owners and where currently located. Also to identify a management plan and site location for access. This is a long-term issue that requires a relevant long-term solution. To be discussed Nov 24.
General- Replace Planters on triangle outside the Church	Active (ongoing) DH	Previous planters washed away in Flood (May23). New Planters purchased and awaiting installation once surface of triangle by church is repaired and identification of volunteers to maintain. Triangle now resurfaced, awaiting installation of planters an identification of person to manage. Nov 24 Update required.
General- Salt bin for School area	Active (ongoing) DH	It was identified that there was a lack of salt bin in the area around Countess Gytha School making pavements unsafe for children. Bin Purchased and to be installed in suitable location once permission obtained. Ongoing. Nov 24-Update required
General- Representatives top Somerset Local Authority Civil Contingencies Partnership	Pending (ongoing)	To support the County Council Civil contingency response three councillors (PJ, BN, DH), provide local contact. Currently village Camel Alert Whatsapp group allows messaging to the village, but enquiries needed to get a messaging system for those not on whatsapp.
General- Bus Shelter maintenance	Pending (ongoing)	Bus Shelter swept but in need of fresh coat of paint.
General- Telephone Kiosk Maintenance	Pending (ongoing)	Telephone kiosk in need of fresh coat of paint. BH has in hand but needs correct weather conditions to complete. Sep24 commenced but unable to complete due to weather. Paint around windows to be finished and consideration of replacing top 'TELEPHONE' panes.
General- Register of tradespersons for local jobs	Pending (ongoing)	Raised at PC Mar 24, to explore a register of local trades persons who may be in a position to support any requirements for the village that would be the responsibility of the PC Nov 24-Update required
Neighbourhood Plan		
NP- Playing field development	Active (ongoing) BN	Group set up (Chair BN) to develop a plan of options for the future provision of the playing field, to include equipment/pitches, options for new pavilion, access, and entrances, given potential plans for two new housing projects. Youth provision and village storage. (BN, PJ, TP and IC). Initial discussion document circulated (Nov 24)
Planning		
Planning- Sutton Montis Farm-Potential breach of Planning	Active (ongoing)	QCPC in liaison with Sutton Montis/South Cadbury PC are coordinating the effort to challenge the Planning permission (change of use without permission) and granting of Operators Licence at Sutton Montis Farm that has resulted in the high and constant number of Hopkins tipper lorries coming through

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		the village and destroying the road surface. With lack of enforcement or feedback from SC, consideration to now write to the Secretary of State as the only route now possible for the situation to be addressed. Nov 24 Update required.
Planning- Old Surgery- Boarded up	Pending (ongoing)	The bricked-up windows of the old Surgery have been an eyesore for the village for over 20 years unresolved. Recently energised again with HH of SC asked to establish the Enforcement situation with the surgery and request that Enforcement Officer progresses to resolve the issue. Nov 24 Update required.
Planning- Case land	Pending (ongoing)	Delayed due to Phosphate issues that appear to have been resolved. Awaiting update. Meeting held with SC Planning Nov 24.
Planning- Behind Medical Centre	Pending (ongoing)	Land appears to have been sold. No Planning application yet in place. Awaiting update. Meeting held with SC Planning Nov 24.

DEFERRED OR COMPLETED ACTIONS

Action/Task	Lead/Status	Notes/Result
Highways		
Highways - Zebra crossing	Deferred Review May 25	Raised by community. Research as to location to best accommodate the whole village. Response from Somerset Council Infrastructure Programmes Group. <i>'there isn't currently a funded programme for.. uncontrolled crossings. However, we are aware there is a demand and are assembling a list of potential locations for when funding opportunities emerge.'</i> Queen Camel added to the list. (11/23). No progress possible without SC support. May24- Request for update from SC Infra team. They query the need for another pedestrian crossing when there is one at the school. Requested criteria/process for a crossing in High Street. Sep24- Chase up enquiry, update from Kerry.jones@somerset.gov.uk . Still no funding available, although it is expected for funding to come available which is likely to be invested in local cycle and walking plan priorities. Suggestions made for controlled crossing at pinch point by Memorial Hall. SC view is that the village already benefits from enhanced uncontrolled measures, 20mph around old School and pinch points narrowing road width with a priority system is unlikely to meet the threshold to warrant further intervention (zebra crossing) without evidence of a safety issue. Also, the demand for a crossing is as valid at the Memorial Hall as it is at the other end of the village, so best location would need to be identified. One suggestion is for cautionary road signs with 'Pedestrians crossing' marker if felt crossing are not

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		conspicuous enough. Village informed at Village Road Safety meeting Oct24. Nothing raised. No further progress possible to be reviewed May 25
Highways - Parked cars outside Hill View which causes backlog through village at busy traffic times.	Deferred Review May 25	Raised from local survey May 24. Vehicles parked on the road for access to houses. Parking restrictions would displace the issue as one of insufficient parking available. This is a deferred project within the Neighbourhood Plan. Held pending to review when new A303 opens to monitor how it affects flow of traffic.
Highways - Disability access- insufficient dropped kerbs north end of village and barriers between England's Lane/The Glebe	Deferred Review May 25	Request made to Somerset County Council to give access to all the village. Response from Somerset Council Infrastructure Programmes Group: <i>'there isn't currently a funded programme for dropped kerbs... However, we are aware there is a demand and are assembling a list of potential locations for when funding opportunities emerge.'</i> Queen Camel added to the list. (11/23). No progress possible without SC support. Sep24- Update from Kerry.jones@somerset.gov.uk . No new funding allocated but infra team continues asking. Unable to progress during this year so closed to review at start of next year to test if situation has changed.
Highways- Street Lamps. Areas around village in need additional street lighting.	Deferred Review May 25	Action held with NPWG. Deferred pending other matters being dealt with.
Highways- Repair damaged tarmac of triangle at Grace Martins Lane	Closed Sep 24	Reported to SC May 24, marked for repair Jun (normally repaired within 28 days). Not completed by Sep so SC contacted. Stated it had been referred to contractors and should have been done, State will be completed by end September 24. Completed 24/9/24.
Highways- Repair to road edge subsidence, Blackwell Road	Closed Sep 24	Reported Sep 24 ref: 821559. Inspected 26/9 and to be repaired in 28 days. Notified of work completed 30/9/24
Highways - Blackwell Road condition and passing place	Closed Jun 24	Blackwell Lane is close to becoming impassable with deformed road surface causing cars to 'bottom' out on the road and the sides and centre of the road are disintegrating due to heavy vehicle traffic. This is potentially from improper use of A303 construction traffic. Also, with weight and width restrictions for Wales Bridge, Blackwell Road is not wide enough for two-way traffic, especially farm and construction vehicles. Designated Passing Places are required. Site visit with Somerset Highways Mar 24. May 24- Blackwell Rd marked for some repairs (not all) but stressed that drainage needs sorting prior to repairs). No update on passing places. Action closed. To be reopened should issue of passing spaces/drainage become significant.
Highways - Condition of Green Lane- The section south from England's Lane to the Playing	Closed May 24	Site meeting with Somerset Highways Mar 24. Owned by Somerset Council May 24- Significant potholes on Green Lane resurfaced.

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Field/Tennis Club/Bowls Club is in poor state of repair.		
Highways- Condition of roads	Closed Sep 24	Meeting organised by Henry Hobhouse with John Nichols of Somerset Highways. A number of areas discussed and highlighted. Ongoing reports to Somerset Highways about conditions of roads and gullies to ensure work is considered and conducted and village Whatsapp group created so community can identify remedial action as it occurs. Action completed with individual concerns itemised to ensure ongoing monitoring.
Footpaths and Rights of Way		
Footpaths- Request from Somerset Council for Footpath/Rights of Way Liaison Officer	Closed Sep 24	Cllr Philip Hill lead councillor for Footpaths and Rights of Way. Community to be encouraged at regular intervals to identify issues and report via 'Roam somerset website. Village Whatsapp group created Sep24 for reports of issues and updates on action. Specific footpath actions to be recorded as new action.
Footpaths- Request from SC for local Foot Path Maintenance point of contact	Ongoing PH	Cllr Philip Hill lead for footpaths and rights of way and linked into SC. PJ holds a SC provided strimmer for minor maintenance and upkeep of footpath as required and able. Also a number of residents assist with upkeep that is not noted. Volunteers group set up on whatsapp to encourage villagers to have their efforts recognised. SC have contracts for maintenance of Dark Lane, Laurel Lane, the brook from Grace Martin's Lane and Gason woods. Specific footpath actions to be recorded as new action.
Footpaths- Local Survey May 24 identified a request for more Bridleways to be considered through the Parish for exercising of horses	Closed	New Bridleway passed for along ridge from Sparkford Hill to Gasson woods with ongoing consideration to continue over MOD land to Traits Lane. This is managed by SC. No further action required by PC unless further potential locations are identified and supported
Flooding		
Grants, CBF and Asset purchase		
Asset purchase- Lawn Mower	Closed	New Lawn mower purchased, from Playing field budget, to replace old mowers and provide back up for cutting smaller areas of the field/footpaths £475.99
Grant funding- Village Maintenance contract	Closed	For maintenance of Church yard and surrounding areas. Previously paid to Church but contract adopted by PC to maximise VAT reclaim for the community. (£3108 paid in last financial year)
Asset purchased- Replacement Play Area	Closed	New Play Area purchased for £127,000+VAT, through community fund raising, grants and donations. Including £90,000 from The National Lottery, £10,000 from National Highways and £10,000 from CBF. Amount £146030.15 (5% retained for 12 months)

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Asset purchase- Strimmer for Playing field	Closed	New Strimmer purchased, from Playing field budget, to replace strimmer stolen in Mar24. (£259.00)
Grant funding- Budget allocation for Queen Camel Playing Field	Closed	£3000 Budget allocation from PC funds to be managed by QCPC's Playing Field Working Group.
Communication		
Communication- Consider development of email notification system for slow time messaging	Deferred Review NPWG	PC has a Mailchimp account which is no longer used. This could be rectified to allow distribution of 'slow' time messaging and publications such as Camel Magazine (thus reducing costs). Held pending whilst other actions are completed.
Communications- Develop and maintain a community messaging system	Ongoing PJ	Messaging though website, Camel's magazine, Facebook and Whatsapp Community (managed by PJ) Update July 24: Facebook- 260 followers Whatsapp- 161 members (groups- Camel Alert, Noticeboard, Volunteers, Environment, Speedwatch and Roads/footpaths). Also private group for PC messaging.
Communication- Shop noticeboard- Perspex doors of noticeboard reported to be scratched so unable to read notices	Closed	Noticeboard checked. Notices are visible and readable. Potentially condensation during winter months creates visibility issues
Playing Field		
Playing field- Consideration and installation of fencing around new play area	Closed Sept 24	Not included in tender as advised the contractors would sub-contract locally and add a fee. Therefore, more cost effective to arrange after installation. Only safety requirement is for fencing to prevent children running into moving traffic. Current fencing sound so to install fence along line of renovated car park and installed as part of it. To remain open sided to playing field as best option. Rational: 1. TNL wished for Play Area to continue to meet with rural environment and maintain accessibility to rural area. 2. Full enclosure of Play Area would not solve issue of dogs fouling the play area as it is felt irresponsible parents would still bring dogs into paly area and leave them off lead. The enclosure would mean no control necessary to prevent dog running off so would not keep tabs on dog's actions. A fence only addresses potential symptoms not the cause. 3. Leaving open play area may allow children to run off. This is a parental responsibility and doesn't justify the spend.

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		PC meeting Sept 24 agreed for spend on new car park area including fence.
Playing Field- Rubber mats of old play area (approx. 100) to be recycled	Closed Sep 24	Can rubber matting be recycled? All matting offered for use by community to prevent waste. All recycled into horse community.
Playing Field- Field Maintenance- General grass cutting and maintenance of field, play area and Pavilion	Closed May 24	Maintained on behalf of the community by volunteers of the Parish Council's Playing Field Working Group and the community volunteer grass cutters. Action complete as maintenance managed by PFWG
Playing area- Tender Board required to coordinate the purchase and installation of Play Area	Closed Aug 24	Due to value of project, tender process required. (PC and PAFC representatives). Once SC land secured, Tender Process initiated with professional consultant. 8 bids, HAGS selected and being progressed. May24 with funding secured, agreement sign. Aug 24 Play Area installed and opened to public, with official opening Sep 24.
Traffic matters		
Traffic- Village Community HGV watch	Closed Oct 24	Raised as Village priority in recent village survey. HGVs through the village is in contravention of legislation previously Police have declined providing information on numbers of HGVs entering QC and have stated no resources to enforce. Cllr HH has received similar response from Police. Consideration for HGV watch to identify the problem and inform Police. Volunteers requested via Whatsapp and Camel's Magazine. 6 volunteers to assist BUT no offer to coordinate. Further Action? Oct 24- Village Road Safety meeting. ?? volunteers to support, but no person stepping up to lead/coordinate. Matter closed for the term of this PC unless request by person wishing to lead on the matter.
Traffic- Village Community Speedwatch	Closed Oct 24	Required in order to progress action for excessive speed through the village. Previously set up, but equipment embarrassingly given back to Police due to insufficient volunteers. Speed raised as a community priority in recent survey May24. Volunteers requested via Whatsapp and Camel's Magazine. 4 volunteers to assist BUT no offer to coordinate. Oct 24- Village Road Safety meeting, stressed that CSW is the most appropriate means to obtain data to support more long-term infrastructure (SID/20mph). Although ?? volunteered to assist, no volunteers for coordinator, suggesting CSW too bureaucratic and would take too long SID and 20mph should be progressed without data and just funded by PC (separate actions). CSW now closed for the term of this PC unless request by person wishing to lead on the matter.

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Traffic- Traffic Order- weekend closure of Blackwell Road	Closed	In Feb 23 the temporary weekend road closure of Blackwell Road ceased. Brought in due to the lanes being used as a 'rat run' when A303 tailed back causing disruption to residents and danger to pedestrians and dog walkers. Contact with Highways led for weekend road closure to be made permanent, with review to take place once A303 works are finished. Request for permanent signage was declined with Highways stating that temporary signage can be deployed as and when the PC feels necessary. Closed.
General Community Actions		
General- Support for Litter pickers around the village	Deferred for review May 25	Support to community residents wishing to improve the environment of the village by group and individual efforts of litter picking around the village. A village organiser is required to progress with this. Message sent via Facebook and Whatsapp to encourage villagers to look after space around their homes.
General- Organisation of Annual Village Meeting- 2025	Deferred Jan 25	No action required until Jan25
General- PC Church Path noticeboard in need of wood treatment	Closed Nov 24	Fresh coat of preserver applied Nov 24
General- Organisation of street decoration for Remembrance	Completed Nov 24	Village Volunteers decorated posts throughout the village.
General- Organisation of Annual Village Meeting- 2024	Closed May 24	Meeting held 17/5/24. 150+ attendees with input from organisation.
General- Removal of flood shed and gazebo from Memorial Hall	Closed Jul24	Memorial Hall has asked for the community flood shed (damaged door) and community gazebos to be removed from Memorial Hall site. Gazebos were in poor quality and donated to local resident. Shed removed Jul 24
General- Defibrillator Management	Closed	Previously purchased defibrillators (from Community funds) were gifted to the Memorial Hall and Playing Field. The management (Guardianship) is conducted by PC with regular checks and after requests for use for both parties. Ongoing commitment.
General- Bus Champion	Closed Sep24	A role identified for a Village Bus Champion to liaise with Yeovil Bus User Group to ensure needs of Bus using community are voiced. No Community volunteer to perform the role unable to progress further. Close
Neighbourhood Plan		
NP- Neighbourhood Plan implementation	Ongoing NHP	NHP working group set up with the community to review the neighbourhood Plan (Chair DL) and put actions in place to help achieve the aspirations set out within it.
General- Cycle paths	Deferred	Long term plan to link local villages. No action at this time. HOLD
Planning		

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