

ACTION TRACKER – FOR DOWNS COMMITTEE 12 June 2023

Date of Meeting	Action Description	Holding Action	Deadline for Completion	Action Taken
28 Jun 2022	Investigate the issue around a resident installing a private driveway that is thought to be on Downs Committee owned land and provide an update at the next Committee meeting.	SS	28 Feb 2023	Ongoing and currently with the Parks Team and Legal Services.
28 Feb 2023	Transport and Parks Officers to attend a future meeting to brief the Committee on Pay and Display parking.	POR	25 April 2023	Ongoing
28 Feb 2023	Discuss engagement with disadvantaged children for the Education and Engagement Strategy.	CT/AS	25 April 2023	Ongoing. Chair to provide information on charities that could assist. Schools in deprived neighbourhoods to be contacted.
25 Apr 2023	Share the job description for the Downs Manager with the Committee.	POR	12 June 2023	Ongoing. Final draft done, it was hoped that this would be completed in next two days