



# Battle Town Council



## Finance & General Purposes Committee

Date	Action	Responsibility	Comments	Outcome Completed
21.3.17	Investigate rules and regulations for who is in the building for lone working. Review policy. Suggested to ask fire & rescue for advice re safety issues with the Almonry	TC	Ongoing	Lone Working policy to be agreed
	Almonry windows to be cleaned inside and out	TC	Quotes received	Completed
05.09.18	Investigate options for alternative bank	TC		
6.3.18	ACHC – Clerk to pursue funding available for bid expenses	TC		Advice received that we do not qualify for this
	Renewal of Almonry gas supply – delegated to TC	TC		Renewed with current supplier
	Apprentice to be sought	TC	Ongoing	
	Staff to be offered free health check	TC	Arranged for next month	Completed
1.5.18	Notice to be given to Battle pre school re new lease required at comparative rental rate	TC		
	Grounds maintenance position to be advertised	TC		Completed
	Councillor training to be arranged – bespoke session	DTC		Arranged for 24-07-18
	Arrange electrical repaired be completed	TC		Completed
	Insurance evidence from trainers using BTC sites to be requested	TC	One received. Others to be contacted	
	War memorial board be purchased for the	TC	Quote received for design as	



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	Memorial Hall by 11 <sup>th</sup> Nov		Community Award – further quote awaited for design as existing Memorial board	
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