

Resources Committee Action List Updated 7 November 2014

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
1	21.10.14 R51	Broadband Provision	Take new contract with BT	Town Clerk		
2	21.10.14 R52	Purchase of Network Attached Storage (NAS)	Obtain further information as to why NAS has been suggested	Town Clerk / Cllr Lawson	Cllr Lawson has spoken to supplier. Report to Resources Cttee 2 December	
3	12.08.14 R41	Office Staff	Revise Job Descriptions & circulate to Councillors	Town Clerk		
4	12.08.14 R41	Office Staff	Recruit Deputy Clerk	Town Clerk		
5	CILCA Fees F&P 02.10.12	Resolved that the Town Clerk be reimbursed of fees for undertaking a training course.	Fees can be reimbursed after 6 th Month probationary period 1) Town Clerk will be reimbursed once her portfolio is complete.	Town Clerk	Fund carried over as an accrual (2013/14) July 2014 Portfolio compilation commenced 05.11.14 Portfolio submitted for assessment	