

BIDDENDEN PARISH COUNCIL

3 January 2017

**CORRESPONDENCE LIST
13 December – 29 December 2016**

ACTION

RECEIVED

13/12 Email re H&S issues from contractor
13/12 Email from parish magazine re date of January meeting
13/12 Apologies and report from Cllr N Bell
14/12 Email from parishioner re co-option vacancy
15/12 Email re Country Eye app
15/12 Email from Shared Access re telephone mast and Harlequin letter x 3
15/12 Email from parishioner re co-option vacancy
15/12 Email from VHMC re telephone mast
15/12 Email re KALC Training and Development
15/12 Kent Against Burglary campaign
16/12 Email from parishioner re co-option vacancy
16/12 Email from Adopt A Kiosk
16/12 Copy of Biddenden Juniors football accounts
19/12 ABC Leader Briefing
19/12 December invoice for hire of village hall
19/12 List of Auditors from KALC
19/12 Letter from Harlequin re radio station
20/12 Email from KALC re National Development
20/12 Email from Shared Access re Harlequin letter
21/12 Email from ABC re business rates
22/12 Acknowledgement from parishioner re arrangements for co-option
22/12 Email from VHMC re Squash Club embankment fence
22/12 Email from parish magazine re arrangements for minutes
23/12 Email from Adopt A Kiosk
27/12 Unapproved minutes sent to parish magazine
29/12 Email from cleaner re staffing matters

SENT

13/12 Email to parish magazine giving date of January meeting
14/12 Email to Cllr Bell
14/12 Email to BT re phone box adoption
14/12 Salary slip emailed to cleaner
14/12 Letter to cleaner re staffing matters
15/12 Email sent to ABC planning re container
15/12 Email to Biddenden Juniors requesting a copy of their accounts
15/12 Email to Shared Access regarding their proposal and suggesting meeting

15/12 Email to All Saints Church re BPC contributions and requesting invoices for printing the free copies
15/12 Email to parishioner re co-option vacancy x 2
15/12 Email to VHMC re telecommunications mast
16/12 Email to parishioner re co-option vacancy
19/12 2 x emails to possible auditors requesting information
19/12 Email to Shared Access informing them of the Harlequin letter
21/12 Email to Shared Access re the Harlequin letter
21/12 Email to ABC re business rates
22/12 Email to ABC re business rates
22/12 Email to contractor re repairs to viewing point and door of squash club embankment fence
22/12 Email to VHMC re squash club embankment fence
29/12 Email to cleaner re staffing matters
29/12 Email to Harlequin requesting site clarification – recipient away until 3/1/17