			ACTIONS SUMMARY UPDATE				
Item No		**Date**	**Action**	**Comments**	**Committee**	**Persons Responsible**	**Support**
PCM06	13	27/06/2023	Cllr Groves to check status of/chase bin internals	open	AOS	Cllr.Groves	
PCM06	10	27/06/2023	Cllr Light to scope and cost Office 365	open	Comms	Cllr.Light	
PCM07	13	25/07/2023	Cllr Wood to get 3 quotes for emergency tree work	open	Trees	Cllr.Wood	Trees
EPCM08	8	17/08/2023	Cllr Light to pass on folders of logo files	open	Comms	Cllr.Light	