

UK GOV FUNDING - ACTIONS REQUIRED AND BY WHEN DATES

<u>DATE ACTION MUST BE COMPLETED BY</u>	<u>WHO THE ACTION RELATES TO</u>	<u>ACTION COMPLETED BY DUE DATE</u>	<u>INITIAL TO CONFIRM COMPLETED</u>	<u>COMMENTS/UPDATE</u>
End March 24	CLERK	SEND SIGNED ACCEPTANCE LETTER AND DOCS TO CCBC FUNDING TEAM	06/03/2024	DT
NEED TO CONFIRM THAT THE PROJECT WILL BE FULLY COMPLETED BY 30/11/2024	CLERK	SEND SIGNED ACCEPTANCE LETTER AND DOCS TO CCBC FUNDING TEAM	06/03/2024	DT
CONFIRMATION LAND OWNERSHIP	CLERK	TR1 - SENT TO CCBC FUNDING TEAM (AS APRT OF GRANT APPLICATION PAPERS)	12/09/2023	DT
INSTALLATION OF WATER SUPPLY WITHIN THE COMMUNITY GARDEN	CLERK	1) WATER SUPPLY INSTALLED BY FIRDALE CONSTRUCTION LIMITED ON FRIDAY 25/5/2024. 2) INVOICE PAID ON ---/---/---		
WELSH WATER TO CONNECT WATER SUPPLY FOR THE GARDEN	CLERK	1) QUOTE APPROVED £1500.79 - FULL COUNCIL 20/3/24. CONNECTION DUE TO BE COMPLETED BY 14/6/2024. INVOICE PAID ON 22/5/2024.	2) 3)	
REQUIRED GROUND MAINTENANCE WORK AT THE GARDEN	CLERK	1/ QUOTE APPROVED £4900.00 (FULL COUNCIL 22/4/24). WORK DUE TO BEB COMPLETED BY 14/6/2024. INVOICE PAID ON ---/---/---	2) 3)	
NEED TO DISCUSS/AGREE WHAT OTHER WORKS /EXPENDITURE IS REQUIRED IN THE GARDEN	CLERK	TBC		

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NEED TO CONFIRM TO THE CCBC FUNDING TEAM THE SQUARE METERAGE OF THE SITE SIZE	CLERK	NEED TO CONFIRM THE SQUARE METERAGE OF THE SITE, AS PER OF THE CLAIM PAPERWORK REQUIREMENTS		
ONCE LAND CERT REC/D FROM SOLS - SEND A COPY TO CCBC FUNDING TEAM		08/03/2024 - CHASED SOLS FOR LAND REGISTRY - LAND CERT		
31/07/2024	Clerk	COMPLETE AN INTERIM MONITORING REPORT WHICH NEED TO BE SENT TO CCBC FUNDING TEAM		
31/07/2024	CLERK	SEND FIRST CLAIM FORM TO CCBC FUNDING TEAM		
31/10/2024	CLERK	SEND SECOND AND FINAL CLAIM FORM TO CCBC FUNDING TEAM		
30/11/2024	CLERK	PROJECT AND CLAIMS MUST BE FULLY COMPLETED BY THIS DATE		
30/11/2024	CLERK	NEED TO SEND CCBC FUNDING TEAM - CONFIRMATION OF OUTCOME TARGET		
30/11/2024	CLERK	HAVE THE :- UKSPF CONWY KEY FUNDS -PUBLICITY GUIDELINES BEEN COMPLIED WITH - SEE DETAILS IN FILE		