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 Active – ongoing activity / progress being made (Green)
 Dormant – past activity, now paused/stalled (Amber)
 Inactive – no past activity / working group not started (Blue)

<i>Working Group</i>	<i>Type</i>	<i>Status</i>	<i>Progress</i>	<i>Membership</i>	<i>Leader</i>	<i>Terms of Ref</i>	<i>Report To</i>	<i>Officer</i>	<i>Action / Comments</i>
Climate Change	Ongoing	Dormant	Phase I & II Carbon Footprint Assessments to be complete by 31/3/23	JBorda, AD, PH, JJ	?	To consider actions to mitigate effects of global warming	FTC	TC	Report following assessment outcomes to FTC Work ongoing on assessment (need to pick up actions for assessment again – working to delegate jobs to staff)
Environmental	Ongoing	Active	Adopted species for 2022 – swifts – boxes installed 2023 – Butterflies 2024 - Hedgehogs	AD, PW, RJ, JMcH	JMcH	To consider matters relating to bio-diversity CA of NPP	FTC	DTC	New WG met 2/10/23. Reporting to FTC 23/10/23. (see attached report) Webpage for Environmental matters – adopted species information. Working towards an NTC Environmental Policy
Grass Cutting	T&F	Active	Met twice as WGrp. Meeting with SCC, WSC, JCE, NTC.	LC, JH, PH, JJ, EK, JMcH, SP, PW	LC	Consider responsibilities for grass cutting around the town and frequency	CS	TC	Clarity gained regarding SCC / WSC realistic inability to do anything aesthetic regarding grass cutting. NTC to consider taking on JCE for some of the public realm grass areas. JCE/NTC considering taking on maintenance and cleansing of horse walks.
Hybrid Meetings (includes IT upgrade to Cloud systems)	T&F	Active	Awaiting final resolution at FTC	JBorda, TC. RN	?	To look at hybrid meeting arrangements and associated costs	FTC	TC/ DTC	Thetford visit tba. by TC/DTC Final proposal to October FTC for resolution on Phase 1 and 2. Budget prep taking account of Ph 2 costs.
Market	T&F	Dormant	Resolution by NTC for market return to High Street	AD, JH, PH, JJ, EK, JMcH, PW	PW	To consider improvements for the market and work with WSC to bring these about. To consider alternative locations for the market.	CS	TC	Meeting 2/10 with WSC officers & Cllr Indy.

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Neighbourhood Plan	Ongoing	Active	NPP currently under review process	JF, JH, RH, PH, MJ, JL, SP, PW, SB, RW, TC	MJ	To review the NNP	DP	TC	REVIEW in progress monthly with writing team REPORTING TO P&A UNDER SEPARATE AGENDA ITEM
Parish Alliance-Sunnica	T&F	Dormant	Written Reps submitted 26/9/22	RH, TC	RH	To receive & consider information regarding the Sunnica Solar Farm application/proposals.	DP	TC	LAST PUBLIC HEARING EARLY FEB 2023 AWAITING OUTCOME (as at July23)
Policies Review	T&F	Active	Policies Review Schedule	AD, JH, RH	JH	To review policies as resolved and report back	FP	TC	New Year 2024 – pick up and implement an on-going review schedule of all policies
PROW	Ongoing	Dormant	Resolution to apply for DMMO to record original footpath. With request to WSC for the PPO application	AD, SB	AD	To co-ordinate the application to re-instate the footpath between Laureate School Rd & Willie Snaith Rd. To consider wider issues of PROWs.	DP	TC	Clerk to action DMMO application process. PUT TO FTC for further membership. The former Allied building is currently for sale with a condition that the PROW is restored – the covenant transfers with the sale
Public Realm & Associated initiatives	Ongoing	Active	Year 3 mech bulb planting completed Autumn 2023	PW AH (NJ), RW	PW	To consider locations which could benefit from planting of trees, bushes, shrubs and flowers and report back. Hanging plants and town planting.	CS	DTC	2023 PLANTING BIRDGATE WALK AREA AND SEVERALS (BURY RD SIDE)



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Town Museum	Ongoing	Dormant	Meeting held 30/1/23	JH, EK, RN, SP, PW, TC	JH	To produce a viable business plan for a local History Museum. To investigate other options regarding local history provision in the town.	CS	?	Action Plan: onward meetings to be scheduled Investigations into possible alternative locations, funding, other local museums. Liaison into history town trail with BID/NLHS WGrp to meet to decide way forward
Transport & Parking	Ongoing	Active	Consultation completed	JBorda, AD, DH, JH, RH, PH, CO	JH	To consider problems and suggest possible solutions regarding parking and transport strategies and report back.	DP	TC	Milestone taking over Highways contract from Kier. Awaiting engagement to pick up.
Health & Well-being	Ongoing	Dormant	Need to arrange a meeting	TC, EK, RJ, JMcH	?	To create a calendar of 12-18m of achievable activities and a program of works – alongside the NTC H&W report	FTC	TC	- COVID flower beds / Mental Health boards and community commemoration project completed & opened Sept 2023 - Small Play area refurb project – inclusive / accessible– completed Feb 2023 - Summer free yoga weekly in Mem Gdns & Treat your Feet Reflexology in Pavilion