

Andrew/Wendy

Please see my time record below. My time this month has been spent on.

1. The Neighbourhood Plan – preparing the evidence base, working with the Steering Group to plan the project, working with the District Council to secure designation and working with Locality to secure funding and expert support. Designation, expert support and funding have all been achieved.
2. Liaising with AB Archaeologists over the site assessment and the delivery of its report which has been received. Preparation of a report on the allotments.
3. Supporting Michael Burke at a meeting to discuss the use of Hartismere and the development of work between public services and the community sector in Eye followed by the preparation of an application for £75k of funding to implement this work which has been submitted.

Andy

October Time Record

W/C 2nd October

4th October

Meet archaeologists

Emails, researching NPs and funding, prep for NPSG.

NP Steering Group

Paddock House

8.00 - 19.30

11.30

5th October

write up NPSG

application for NP funding.

15.00 - 17.00

2

13.5 Hours Week

W/C 9th October

10th October

note of NP steering group

revise draft local plan paper for ETC

speak to Paul at DC re NP designation

initial application for NP funding

2 hours

11th October

NP evidence base

6 hours in the office - 9.30 - 15.30

8 hours week

W/C 16th October

16th October

Meeting re Hertismere at Endeavour House

30 minutes prep on train, 1.30 meeting, 30 minutes write up on train.

2.5 hours

17th October

30 minutes admin and emails

1.5 hours - NP evidence base

18th October

office 9 - 16.00 7 hours

NP evidence base

NP content for the website

Discussion of process for local plan and

Project planning/prep for meeting on 25th Oct

20th October

2.5 hours as above

13.5 hours for week

W/C 23rd October

23rd Oct

6 hours

Nesta application

Locality NP funding

24th Oct

2 hours as above

25th Oct

9 hours

Office 8.45 - 15.30

2.15 at home

emails

website update and content

NP workshop prep

Nesta application

Archaeology report

26th October

2 hours

Time report, emails and complete Nesta application

19 hours

Total

54 Hours for the Month