

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log

Date of Receipt	Document Number	Correspondent	Description	Action Required
2021				
30/10/2021	I/2021/109/MHH	NNC (Pina Patel)	Precept Demand form	Awaiting
17/12/2021	I/2021/129/MHH	KierWSP (Sheila Gilder)	Parish mowing for 2022 season	Awaiting
20/12/2021	I/2021/130/MHH	Groundwork UK	Locality NDP grant offer	Actioned
22/12/2021	I/2021/131/MHH	Groundwork UK	Grant BACS remittance advice	File
22/12/2021	I/2021/132/MHH	Foulger Trust	Grant award for Defibrilators	File

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
2021						
27/02/2021	O/2021/031/MHH	Parish	RA - Marquee assembly / disassembly	DRAFT		
08/12/2021	O/2021/077/MHH	Parish Councillors	Minutes M2111	Delivered		
19/12/2021	O/2021/078/MHH	Peter Bone MP	Letter asking for support (virtual meetings)	Delivered	M2111.16	
21/12/2021	O/2021/079/MHH	UTB	Current account switch agreement	Delivered		
21/12/2021	O/2021/080/MHH	UTB	Current account closure instruction	Delivered		