

Report from County Councillor Mel Fordington  
Hallow Division  
July 2026

Dear Parish Councils,

This report is for all parishes in the Hallow Division.

#### Guidelines for Highways Communication

- Important Highways Process
- To ensure full transparency, all highways matters must follow the correct process.
- When you wish to contact Highways Officer Tanya Crake, this must be raised first with the Chair of your Parish Council.
- The Chair will then instruct the Clerk to send the email, copying me in.
- Individual parish councillors should not email Tanya Crake directly.
- All contact must go through the Chair and Clerk.
- This ensures all requests are agreed upon by the parish council and everything remains fully transparent and properly recorded.
- I have introduced this system because some individual parish councillors have been contacting officers directly, which has caused confusion.
- Going forward, this structured approach must be followed in all parishes.
- When reporting a highways concern or issue, please make sure clear pictures are taken to show the exact location and provide a clear and concise description of the problem.
- This helps us deal with the matter more effectively.
- I continue to work hard on your behalf across the division, chasing up highways issues, pothole repairs, drainage problems, and other local concerns.

#### Playground Improvement Funding Initiative

##### Community Funding. Playground Improvements.

- This year I am continuing to focus my division funds on improving playgrounds across the division.
- I have already allocated one thousand pounds to Lower Broadheath The Bell for playground improvements.

- This funding has been approved, and the parish will shortly be carrying out the work.
- I remain happy to consider further playground improvement requests from other parishes in the division.

#### August Vacation Notice

I will be taking a break in August as I am going away on vacation.  
Please continue to send your emails and concerns as normal.

#### Commitment to Review and Response

I shall be checking them and will respond where possible.

Best regards,

Mel Fordington