

	A	B	C	D
1	<b><u>key words</u></b>	<b><u>ctte</u></b>	<b><u>date</u></b>	<b><u>reference</u></b>
2	allotment	allot	june 2011	posts on pedestrian tracks
3	Allotment	allot	aug 2011	rats
4	allotment	allot	aug 2011	eviction
5	allotment	fc	nov 2011	cost neutral
6	allotment	allot	oct 2011	budget for 2012/13
7	allotment	allot	oct 2011	s106 expenditure
8	allotment	allot	oct 2011	policy revisions
9	annual goverance statement	fc	june 2011	noted and authorised
10	astro	rec	may 2011	school use of astro

	A	B	C	D
11	astro	rec	may 2011	extension of astro
12	borough councillors	fc	may 2011	monthly reports
13	bus consultation	amen	june 2011	proposed changes to routes
14	cemetery	fc	july 2011	the matter of the Kayte Lane Cemetery
15	Christmas lights	prem	sept 2011	free use of community building
16	Christmas lights	prem	sept 2011	invitation to meeting
17	Christmas lights	prem	sept 2011	use of garden lamps not permitted
18	Christmas lights	fc	nov 2011	grant request
19	cleeve colts	ce	june 2011	youth engagement grant

	A	B	C	D
20	cleeve colts	rec	may 2011	funding request
21	cleeve colts	rec	july 2011	SLA for youth providers
22	cleeve youth theatre	ce	june 2011	c/e grant
23	clevelands	fc	july 2011	green spaces
24	community building	fc	nov 2011	cost neutral

	A	B	C	D
25	community building	fc	july 2011	youth club annex
26	community building	fc	july 2011	youth club annex
27	community building	fc	july 2011	gas provider
28	community building	prem	may 2011	youth club annex

	A	B	C	D
29	community building	prem	may 2011	youth club annex
30	community building	prem	may 2011	business plan and policy and management plan
31	community building	prem	may 2011	cb room 3 and room 4
32	community building	ce	july 2011	grant to c/building
33	community building	prem	july 2011	lease of building
34	community building	prem	july 2011	room 4
35	community building	prem	july 2011	room 3
36	community building	prem	july 2011	GCC signage
37	community building	prem	july 2011	refurbishment contracts
38	community building	prem	aug 2011	room 4
39	community building	prem	sept 2011	cavity wall insulation

	A	B	C	D
40	community building	prem	sept 2011	solar film on windows
41	community building	prem	sept 2011	annual boiler service contract
42	community engagement strategy	fc	may 2011	annual review of council policies
43	complaints procedure	fc	may 2011	annual review of council policies
44	Co-option	fc	june 2011	co-option for vacancies on parish council
45	co-option	fc	july 2011	criteria for <b>the co-option</b> of Councillors
46	co-option	fc	sept 2011	councillors co-opted
47	councillor and staff training policy	fc	may 2011	annual review of council policies
48	Councillors allowance	fc	nov 2011	non determination by TBC
49	county councillor	fc	may 2011	monthly reports
50	election of chair	fc	may 2011	annual election of chair
51	election of vice chair	fc	may 2011	annual election of vice chair
52	employment	fc	sept 2011	temporary admin staff
53	employment	fc	nov 2011	staff structure and pay scales
54	employment costs	fc	nov 2011	to be allocated to cost centres
55	equalities policy	fc	may 2011	annual review of council policies
56	financial monitoring councillor	fc	may 2011	annual election
57	financial regulations	fc	nov 2011	reviewed

	A	B	C	D
58	fixed asset schedule	fc	may 2011	annual review of council policies
59	GAPTC	fc	june 2011	county committee
60	GAPTC	fc	may 2011	annual membership
61	hanson gardens	amen	june 2011	dog fouling signs
62	highways liaison	amen	june 2011	representation
63	homelands 2	plan	july 2011	planning inquiry
64	homelands 2	plan	aug 2011	covenant
65	homelands 2	fc	sept 2011	covenant
66	homelands 2	fc	sept 2011	covenant
67	housing needs survey	plan	oct 2011	request for pc to complete
68	information availability policy	fc	may 2011	annual review of council policies
69	insurance coverage	fc	may 2011	annual review of council policies
70	internal audit report	fc	june 2011	internal external auditor report
71	licences	fc	july 2011	music, performance, TV licences
72	mileage allowance	fc	nov 2011	increase to 45p per mile

	A	B	C	D
73	outside organisation representation	fc	may 2011	annual election
74	parish office	prem	may 2011	front door entry system
75	pecked lane	rec	oct 2011	concerns over works
76	pension policy	fc	july 2011	Council pension policy
77	planning appeals	plan	sept 2011	authorisation to speak on behalf of PC
78	precept for 2012/13	fc	nov 2011	cost neutral
79	publicity policy	fc	june 2011	publicity policy
80	Roses theatre	ce	sept 2011	grant request
81	s106	plan	may 2011	draw down s106 for homelands 1
82	s106	plan	july 2011	s106 feedback to tbc for cleavelands
83	s106	fc	nov 2011	dooms day scenerio
84	s137	fc	oct 2011	grant to cleve youth theatre
85	s137	fc	oct 2011	grant to victim support
86	s137	fc	oct 2011	grant to Farmers Market
87	severn vale community dev officer	ce	sept 2011	request to meet
88	SLA	rec	oct 2011	playground inspections
89	SLA	rec	oct 2011	playground maintenance
90	SLA	rec	oct 2011	astro maintenance
91	SLA	rec	oct 2011	grass cutting
92	SLA	rec	oct 2011	brook maintenance

	A	B	C	D
93	SLA	rec	oct 2011	painting and dec
94	SLA	rec	oct 2011	sports ground maintenance
95	sport field	fc	july 2011	leased parcels of land
96	sport field	rec	oct 2011	boiler repairs
97	sport field	rec	oct 2011	planting scheme
98	standing orders	fc	nov 2011	reviewed
99	street lighting	amen	june 2011	reduced lighting scheme
100	SWARD	fc	oct 2011	grant provision 2012/13
101	SWARD	fc	oct 2011	call in request
102	SWARD	fc	oct 2011	Rule 6 party
103	transparency code of Practice	fc	nov 2011	advisory code

	A	B	C	D
104	war memorial	amen	june 2011	repairs to floor surface
105	water fountain	prem	may 2011	water leak
106	water fountain	amen	may 2011	water leak
107	water fountain	prem	july 2011	water leak
108	water fountain	prem	sept 2011	annual maintenance
109	website	plan	may 2011	planning info to go on website
110	winter roads	amen	june 2011	snow emergencies
111	Youth provision	ce	July 201	Service Level agreement with young glos
112	Youth provision	ce	june 2011	SLA for youth providers

	A	B	C	D
113	Youth provision	ce	june 2011	youth service providers
114	Youth provision	ce	june 2011	summer youth provision
115	Youth provision	ce	july 2011	detached summer provision
116	Youth provision	ce	july 2011	detached autumn/winter provision
117	Youth provision	rec	july 2011	detached summer provision
118	Youth provision	ce	sept 2011	detached autumn/winter provision
119	Youth provision	ce	sept 2011	grants to be received

	E
1	<u>Decision</u>
2	agreed for posts to be cemented into position
3	tenants responsibility - info to be cascaded
4	process followed and notice correctly served. Annual rent refund authorised as gesture of goodwill
5	agreed
6	agreed
7	clerk to provide detailed proposal
8	agreed
9	signature authorised
10	review of best value to be undertaken

	E
11	to be discussed with cleve school
12	invited to make monthly reports
13	Bus D- requested that the evening
14	delegated to the Amenities Committee
15	agreed
16	agreed
17	upheld
18	agreed
19	approved £2k grant from Youth Engagement budget to be paid to Cleeve Colts-LGA 1972 s14 subject to Recreation Committee and Colts agreeing a SLA.

E	
20	Service Level Agreement required, including no cancellation credits, Youth engagement grant recommended to cover at least £10 per hour for 7 hours per week for 26 weeks of year = £1820. No Cheltenham Youth League pitches to be booked at discounted rate
21	adopted by council
22	£510 for s145 donation for Youth Theatre
23	confirmed its custom and practice to own and maintain designated play areas within the village. The Council has not and does not currently wish to, adopt or take ownership of highways, footpaths or verges and other green areas and would support the continued practice of the Borough adopting and taking responsibility for such open spaces.
24	agreed

	E
25	agreed acceptance of short term temporary lease for the community building youth club annex and designated Chair of council and Clerk as authorised signatories.
26	approved insurance premium of no more than £1500 for building and contents insurance of community building to be arranged with parish council insurance company in line with the expectations of the long term lease and existing cover for the parish council.
27	authorised the Clerk to enter into a contract with a gas provider by September 2011 to replace the existing contract between GCC and WMS
28	agreed business plan supported by policy and management plan for the lease of the community building subject to room 3 being activity room and cb4 a store room.

	E
29	agreed in principal the use of small meeting room 4 at community building for lease to police subject to GCC agreement lease conditions, agreed rent level and access to toilet facilities.
30	agreed
31	agreed room 3 activity room and room 4 storage
32	agreed
33	interim lease completed 8th july
34	offered to police at 3k pa
35	agreed FOC for young carers group
36	agreed for removal
37	agreed that correct procedure followed and awarded contract to P
38	offer to police at £3k no longer viable and new offer of £5k pa. Information to be sent to GCC and Police Authority stating why decision changed. PC does not require 50% pay back from GCC
39	quote requested (installed)

	E
40	agreed
41	agreed contractor H
42	to be reviewed by c/e ctte
43	agreed
44	follow standard practice
45	agreed
46	CLLrs Leech, Badham and Lewis
47	agreed
48	formal complaint against TBC
49	invited to make monthly reports
50	cllr P Lightfoot
51	cllr G Jackson
52	clerk given delegated authority to recruit a temporary member of staff for fixed term
53	agreed
54	agreed
55	agreed
56	GJ
57	agreed

	E
58	agreed
59	nominated PR as representative
60	agreed
61	Clerk was asked to find out from TBC if they are still holding s106 monies, in which case they should be asked to supply and fit within a specific time scale
62	Chair, Vice Chair and Clerk was agreed as Representatives of Committee for Glos Highways liaison meetings
63	PC to attend
64	legal advice to be sought
65	delegated to planning committee
66	authorised chair and clerk to sign at appropriate date
67	rejected
68	agreed
69	agreed
70	noted no comments
71	purchase the relevant licences for the community building, parish office and sports field pavilion
72	agreed

	E
73	agreed
74	clerk and Cllr A Lightfoot to investigate
75	deferrred to spring 2012
76	adopted
77	given to Cllr Jackson re homelands/cleevelands and Wingmoor Farm appeals
78	agreed
79	adopted
80	declined
81	clerk was authorised to action
82	response in line with PC july 2011
83	update of s106 wishes agreed
84	no budget available
85	deferred
86	declined
87	agreed
88	agreed
89	agreed
90	agreed
91	agreed
92	agreed

	E
93	agreed
94	agreed
95	willing to accept ownership of the land currently leased from TBC at the sports field or to accept new long term leases of equal duration for both parcels of land with the Chair and the Clerk being authorised to sign such documents once approved by our legal representatives.
96	delegated to clerk within set budget
97	no changes
98	agreed
99	Committee agreed with Glos County Council Street Lighting team request to go ahead with reduction in street lighting hours following the consultation process.
100	agreed £2.5k
101	PC to support SWARD
102	delegated to planning committee
103	adopted

	E
104	The Committee authorised the Clerk to action within budget.
105	STWA to find water leak and Clerk than to price the repair and to go ahead with repair or new pipe to the budget of £2675
106	delegated to clerk within set budget
107	clerk acted within delegated authority
108	agreed
109	clerk was authorised to action
110	Committee wish the responsibility for this emergency situation to be passed to the community response committee and to be included in the community response plan. Committee does not wish to fund a hand salt spreader.
111	agreed
112	SLA agreed for youth provision policy

	E
113	Provider of youth provision agreed following confirmation of legal process having been completed and only one bid from Young Gloucestershire has been received by closing date of 8 <sup>th</sup> June. Figure of £14256 for 12 months agreed. Clerk to set up completion of form.
114	summer provision for up to 2 sessions a week at sports field for July/August. Clerk given delegated authority to set up any such arrangement if necessary.
115	finlay way project agreed
116	finlay way project agreed
117	agreed Finlay way play area
118	noted set up
119	£8k GCC via TBC