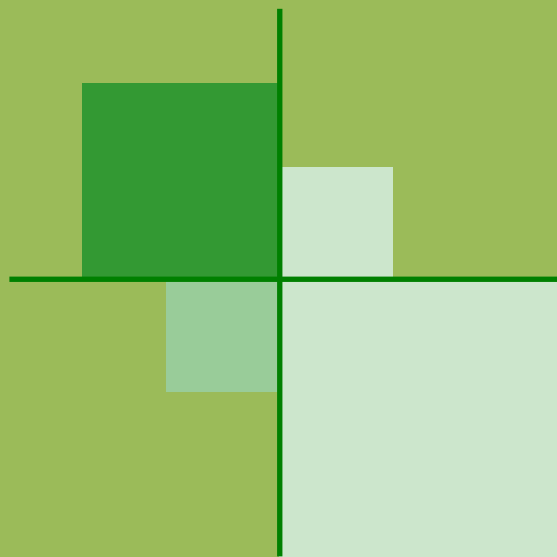


# Bishop's Cleeve Parish



Decision data base  
2007 to 2011



<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
A Boards	10/07	planning	Concern expressed to Chamber of Commerce regarding number of A boards in village
aboriculturalist	10/10	playground	agreed to seek tree specialist report for PC owned trees/shrubs
access drive/hard standing	4/09	office	access drive and hard standing area must be kept clear at all times except for disabled parking space
Accounts package	3/10	FPC	authorised purchase and installation of sage accounting package with effect from 1/4/10
Allotment	7/08	allotments	agreed to set up an allotment users group
allotment	10/09	allotments	agreed that they wish to have "caretaker" hours for ground maintenance
Allotment	9/09	allotments	committee recorded that clerk had acted correctly to protect the legal position of the Council when refusing to follow instructions of individual councillor that over-ride decisions of committees and councillors acting outside of committee structure.
allotment	10/08	allotments	accepted water extension to plots 72 to 98
allotment	10/08	allotments	agreed policy will be parish residents and organisations based in BC eligible for plots
allotment	7/08	allotments	portion of land adjacent to plot 92 to be used as turning circle
allotment	4/08	allotments	noted lease expired in 2007
allotment	4/08	allotments	sheds are allowed providing they are in keeping with existing sheds and do not cause nuisance
Allotment allocation	7/09	allotments	tenants can not specify which plot they would like. If a plot offer is refused applicant to return to the bottom of the waiting list. Tenants can only hold upto 300 sq meters. Preference given to new tenants over Existing plot holders for vacant plots
Allotment committee	12/07	allotments	Council dissolved committee due to vote of no confidence in chair
Allotment committee	12/07	allotments	Delegated management of allotments to Clerk pending new committee
Allotment committee	12/07	FPC	Agreed to vire sums from contingency to pay for over spend
Allotment committee	11/07	allotments	Vote of no confidence passed by 3.1 majority
Allotment committee	10/07	allotments	Recommendations to overcome overspend put to committee
Allotment committee	10/07	allotments	Agreed clerk was to place orders/instructions on behalf of Council
Allotment committee	10/07	allotments	plots would be charged on sqm rounded to nearest 100 sqm band
Allotment committee	10/07	allotments	Agreed to cultivate ragwort field into plots
Allotment committee	10/07	allotments	inspection system agreed
Allotment committee	10/07	allotments	public session to be included on agendas, with agendas being displayed at allotments
allotment funding	3/08	FPC	agreed the allotments shall be self funding
allotment gate	4/10	allotments	Church will allow height restrictor barrier at main entrance point

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
allotment income	2/09	allotments	agreed to capitalise surplus rent income to build up reserve for future years
allotment land	7/10	FPC	BCPC delegated the objective of ownership of statutory allotment land
Allotment management	7/09 & 9/09	allotments	policy changes to bring into line with cheltenham and clerk to adminster and inspect allotments agreed
allotment minutes	3/08	allotments	agreed decisions to be minuted not discussions referred to LCAB 7th edition
allotment minutes	2/08	allotments	agreed confidential nature of discussions and suspended standing orders
allotment notice board	5/09	allotments	notice board at gate entrance owned and operated by BCPC in line with terms for all other notice boards owned by BCPC. Users group to purchase and install notice board within site
Allotment plot holders	3/10	FPC	the council agreed that councillors who are plot holders could be elected to the allotment committee
Allotment plot holders	4/09	allotments	committee did not wish to finance first aid training for plot holders
Allotment plot holders	1/08	allotments	committee instructed clerk to use electoral register to locate plot holders if necessary
allotment plot numbers	9/09	allotments	policy to number plots consequently and clerk to spend money to achieve this aim
allotment plots	5/10	allotments	plot extensions agreed to make tracks pedestriian width
allotment plots	5/10	allotments	no plot holder has authority to speak on behalf of parish council
allotment plots	5/10	allotments	neighbouring land owner should contact parish council direct for discussions on hedge or historical boundary issues.
allotment plots	5/10	allotments	statutory allotment land of at least 50%more than existing with infrastructure with diversity of provision and DDA accessibility to be sought through s106 funding
allotment plots	2/09	allotments	agreed to provide numbering service free of charge
allotment plots	2/09	allotments	agreed carpets not allowed on plots
allotment plots	2/09	allotments	agreed new plot holders responsible for any inherited problems
allotment plots	2/09	allotments	agreed temporary banning of all vehicles from 3 side tracks
allotment rent payable	9/09	allotments	clerk authorised to pay rent quarterly
allotment rent payable	3/09	allotments	agreed to bring rent payable date to april 2010
allotment site	4/10	allotments	delegated responsibility to clerk for infrastructure maintenance within agreed budgets and policies
allotment site	4/10	allotments	any neighbouring land owner should inform proper officer of the council of any problems with the allotment management or infrastructure
allotment tenancies	10/09	allotments	tenancy agreements to be reviewed annually

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
allotment tenancies	5/09	allotments	plots can be shared but only one person legally responsible as per name on TA
allotment tracks	5/10	allotments	H & S policy to make tracks pedestrian width to prevent vehicle access
allotment tractors	3/09	allotments	agreed tractors are not allowed on allotment site
allotment water	2/08	allotments	agreed water to be turned off between november and march annually
allotment water access	4/10	allotments	water taps/troughs to be installed to ensure fair and equal access to water throughout the site
allotment water access	5/09	allotments	Every one is entitled to access to water from any tap on site
allotments	5/08	allotments	agreed that all expenditure and contracts must be agreed by the committee and go through the clerk
Allotments	7/07	allotments	agreed that parishioners of bishops cleeve would be favoured as priority
Allotments	7/07	allotments	agreed to seek FPC approval to invite other parish councils to be represented on ctte
Allotments	7/07	allotments	agreed to create futher plots next to fence line on A435 boundary
Allotments	7/07	allotments	agreed to seek guidance regarding public liability cover for bcpc and plot holders
Allotments	7/07	FPC	agreed to extend membership of allotment committee to 5
allotments	5/07	allotments	agreed that allotment budget could not afford to pay for handyman hours
allotments	5/07	allotments	cllr I H refused to sanction any further expenditure
allotments	5/07	allotments	Tenancy agreements to be checked to see if tarmac expenditure can be recovered from plot holders
allotments	5/07	allotments	agreed to favour parishioners of bishops cleeve
Allotments -dog on site	9/09	allotments	committee agreed to stand by tenancy agreement conditions
allotments plots	2/09	allotments	agreed hedge is responsibility of tenant adjoining said hedge
Annual accounts	5/07	FPC	agreed and signed annual return and accounts. Note auditors comments
annual inspection	1/08	playground	authority delegated to clerk to subcontract
annual playground inspections	5/07	playgrounds	agreed to actions recommended namely kite flying signs
annual returns and accounts	5/10 and 7/09 and 11/09	FPC	agreed and signed annual return and accounts. Noted auditors comments
annual returns and accounts	7/08	FPC	agreed and duly signed
any other business	5/07	FPC	noted advice from GAPTC but choose to keep AOB on agendas
Archiving	7/08	office	agreed delegated to clerk subject to archive regulations
Asbestos removal	1/10	allotments	agreed for removal of asbestos due to H & S

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
astro	4/10	PG	Cleeve school sports development programme agreed that outside organisations can lead sessions providing banned individuals are not to be allowed onto BCPC premises
Astro use	12/09	playground	any use of Astro after 10pm is to be reported to police stating that intruders have broken into the astro area and are causing damage
Astro use	9/09	playground	September deadline for existing bookers with historical use by clubs honoured if booked by September
Astro use	7/09	playgrounds	anti climb paint to be applied
astro use	7/09	playgrounds	notice board to be installed at astro
Astro use	7/09	playgrounds	half astro no longer available, childrens' birthday parties agreed price, only original partnership clubs to have discounts. All users to be treated consistently
Astro use	7/09	playgrounds	BSS to be offered full astro at full price
Astro use	5/09	playgrounds	committee agreed that caretakers to be only key holders for astro
Astro use	5/09	playgrounds	committee agreed that it was not reasonable to provide toilet facilities for astro users
Astro use	5/09	playgrounds	committee agreed that the time booked and paid for was the time the astro would be available. There is no free of charge setting up/clearing up time.
Astro use	5/09	playgrounds	it has been historically understood that the school would not sub-let during its contract hours. The committee restated this as policy
Astro use	3/09	playgrounds	caretaking system to be implemented
Astro use	8/07	playgrounds	clerk to seek more users for astro on Saturday/sundays
Auditor	4/09	office	agreed free use of room for internal auditor
Auditors report	9/10	FPC	audit completed and report noted by council
Best value working group	6/07	BVWG	decided standing orders were 49b and 55a had been breached
Bike track	11/09	playground	committee agreed that no work was to be done on track without written permission. All hirers need public liability insurance up to FA level. Standard hire form to be used for any clubs wishing to use the track
Bike track	7/09	playgrounds	policy of no bbq's allowed
Bike track	5/09	playgrounds	committee must approve any works to track
Bonfires	12/09	allotments	No laws preventing use of bonfires but plot holders are asked to take care and be considerate of neighbours as per BCPC booklet
bowls club	7/08	playgrounds	agreed ventilation works to be undertaken by bowls club
bowls club	7/08	playgrounds	agreed to replace doors
bowls club	8/07	playgrounds	clerk to ascertain facts regarding building control completion certificate

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
Bowls club damp	2/08	playground	clerk was given authority to persue without referral back to committee
bowls club electricity	3/09	playgrounds	independent meter situated within bowls club, with electricity being charged independently agreed
Bowls Club lease	12/09	FPC	agreed Chair and Clerk as signatories
Bowls Club lease	9/09	playground	agreed £100 per year rent with a protection that it can not be increased by more than CPI on an annual basis
bowls club lease	3/09	playgrounds	ground rent to be charged for best value consideration subject to legal advice
brook maintenance	3/09	playgrounds	5 year maintenance contract agreed
brook maintenance	9/08	emergency	budget to be responsibility of playgrounds committee
budget	10/08	FPC	agreed to delegate scrutiney to financial subcommittee (comprises of chairs of cttes, chair of council and financial councillor)
budget	12/10	FPC	approved budget and precept in sum of £235924
budget and precept	1/08	FPC	agreed budget and precept
bus shelter cleaning	5/07	FPC	agreed contract
bus shelter cleaning	5/07	traffic	agreed contractor
bus shelter seat	9/07	FPC	agreed to put a perch seat in bus shelter in church road
Bus Shelters	9/09	traffic	caretakers role to include cleaning of bus shelters
bus shelters	5/07	traffic	insurance monies for stoke road bus shelter received
bus shelters cleaning	11/07	traffic	extension to contract agreed
bus shelters cleaning	5/07	traffic	short term contract agreed
bye-law	6/08	playgrounds	agreed to seek bye-law to prevent dog walking at sports field
Carvers ditch	12/09	playground	Carvers ditch banks and levels to be maintained in line with TBC officers advice
Cemeteries	9/09	General purposes	agreed to check legal obligations of borough council
Cemeteries	11/08	FPC	agreed to take on role of locking/unlocking
Cencus	1/11	FPC	agreed council communications channels to be used
Chair of Council	5/07	FPC	election of Cllr Ayr
Chandler gate	9/09	playground	locking to be at the discretion of clerk
Chandler gate	1/09	playgrounds	gate in place
Chandler road	9/08	playgrounds	agreed to open gate 9 to 5pm weekdays to be part of caretaker role
chandler road	5/08	playgrounds	committee agreed to open up chandler road access point on a trial basis with gate being able to be locked
cheque signatories	5/07	FPC	agreed cheque signatories
Christmas lights	12/09 & 10/10	community building	use of community building to be given free of charge
Christmas lights	11/10	FPC	agreed to give donation but longer term strategy needed delegated to D & C
Christmas Tree	10/09	office	logistically and H&S grounds not feesible to have outdoor christmas tree in the grounds of the parish office or garden

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
Church clock	5/10	H & A	Agreed to pay half of cost of annual church clock maintenance and to undertake review of policy
CLCC	12/07	FPC	Registration fees to be paid
Cleeve school	4/09	playgrounds	3 nights use to 5.30 pm astro use with annual review. Payment due september each year
cleeve school	1/09	playgrounds	agreed to reduce school use of astro to 3 days to 5.30pm and 2 days to 4.30pm
cleeve school	7/08	playgrounds	agreed to exploratory joint working discussions
Cleeve Sports Centre	2/10	FPC	satisfactory service level agreement to be defined. Final decision of grant to be made by full council. Discussions may be undertaken by pg ctte.
Cleeve Sports Centre	11/09	FPC	Council agreed to make a payment of £15k per annum for 5 years subject to a satisfactory service level agreement with an annual review
Cleevecroft culvert grill	11/09	playground	committee was advised by TBC officer that no further action was needed to repair damaged grill
Clerical assistant	11/07	FPC	agreed to replace deputy clerk with clerical assistant
clerk meetings	5/07	FPC	It was agreed the councillors would give advance notice of any meetings they wish to have with clerk and that councillors try to avoid public opening hours
Code of Conduct 2007	1/11	FPC	adopted Code of conduct with clause 12 (2)
Code of Conduct 2007	10/07	FPC	adopted in line with recommendations of TBC (including 12.2)
committees	4/08	FPC	agreed committee numbers to be a maximum of 7
community building	12/10	FPC	agreed to consider to apply for whole of building re meeting the challenge agenda
Community building	3/10	FPC	agreed to close community building bank account but to maintain separate cost centres
Community building	11/08	community building	notice board policy remains that notices for activities associated with use of c/b to be put on inside notice board after permission from clerk/caretaker
Community building	10/08	community building	agreed to allow christmas light switch on use of c/b free of charge if done so in the past
Community building	7/08	community building	annual review of charges agreed
community building	10/10	premises	agreed changes of use of storage facility at c/b
community building	10/10	premises	agreed insulation of roof space to meet current building regs subject to grant applications and GCC discussions
community building	10/10	premises	agreed to remedial works specified by fire officer inspection subject to discussions with GCC
Community building	11/07	c/b	Agreed to request youth club to repair damaged inter-connecting door

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
Community building	11/07	c/b	Agreed to request Clerk fulfill treasurers role at community building
community building	7/07	c/b	agreed to support policy ofGCC to prevent parking between library and c/b
community building	7/07	c/b	agreed that youth provision providers should research if there was a need for sound-proofing and how it would effect fire safety
community building	7/07	c/b	agreed that emergency resources should be made available in event of community emergency such as floods of 2007
community building	5/07	c/b	noted TBC classified waste from C/b as commercial
community building	5/07	c/b	agreed to review implications of 2006 fire regulations
community building	10/10	premises	agreed to lend sportsfield 20 chairs and 4 tables for 2010/11
community building	10/10	premises	agreed evaluation process to take place in november 2010
community building charges	3/08	c/b	agreed to increase charges
community engagement strategy	9/10	FPC	BCPC adopted Community Engagement Strategy statement
community offer	12/12	premises	agreed to register interest re taking on the whole of the c/building at peppercorn rent
Community response plan	4/09	FPC	adopted by Council with proviso of annual review
complaints	9/10	FPC	BCPC adopted GAPTC recommended model complaints procedure
Co-option	12/07	FPC	process started
Correspondence	7/09	playgrounds	standard response to all correspondence received pending committee response
council chamber	7/09	FPC	agreed that only parish councillors should be seated around table
council members	9/10	FPC	due to increased population and responsibilities the size of the parish council be increased by two members each for Cleeve St Michaels and Cleeve west and one member for Grange
Councillors	6/08	FPC	GAPTC advised council of potential for conflict of interests if councillors who are on the allotment committee are allowed to rent plots. Council agreed to allow committee members to have plots on same terms as other plot holders
councillors allowances	11/08 9/10	FPC	BCPC agrees that it wishes to pay elected Parish Councillors an annual basic allowance of £150 pa to encourage equal opportunities for all sections fo the public to participate in the role of Parish Councils
councillors allowances	11/08	FPC	agreed to pay councillors allowance of £150pa

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
councillors allowances	9/08	FPC	travel allowance allowed to be paid upto 40p per mile for travel incurred outside of the parish on authorised council business as requested by council or committee and agreed in advance with RFO LA 2003 s1021 reg 26
Councillors surgeries	6/10	FPC	It was agreed not to continue with councillors' surgeries at the present time
councillors' surgeries	5/09	FPC	council agreed with the principal of holding councillors' surgery in the Parish Office with a representation from Parish, Borough and County Councillors
crime prevention	7/10	PG	to accept the recommendations of CPDA in relation to visibility and accessibility
Culvert clearing	10/07	playgrounds	agreed to seek part funding from contingencies due to extenuating circumstances
Culvert clearing	11/07	FPC	Authorised works at the sports field culvert following floods of July 2007
Culvert clearing records	1/10	playground	Culvert clearing records to be kept up to date showing check/clearance dates
Culvert clearing records	1/08	playground	noted flooding and debris in sports field culvert 12/1/08
Deans Lee	2/08	planning	noted Deans Lee planning gain - public car park
deputising for clerk	7/07	FPC	agreed that a note should be made in minutes if any person was deputising for clerk at meetings
ditch maintenance	6/10	PG	the maintenance policy for water course at sports field agreed as acceptable by TBC land drainage officer
ditch maintenance	9/09	playground	agreed annual maintenance in October
dog bags	7/08	General purposes	agreed distribution through parish office
dog fouling	4/08	FPC	confirmation that enforcement issues regarding dog fouling are not the duty of Parish council
dog fouling	4/08	FPC	BCPC request tickets for enforcement of dogs fouling to be made up by TBC
dog/litter bins	10/08	General purposes	agreed not to take on responsibility for emptying
dogs at allotments	3/08	allotments	agreed wording not to be amended to allow dogs on to the site
Echo blog	4/09	FPC	delegated responsibility to clerk for the operation of Glos Echo blog
elderly provision	7/10	FPC	BCPC adopted the aim to facilitate independence for the elderly population of the village
election of councillors	2/08	FPC	informed TBC of resignation of Cllr Beresford
Electoral review	1/11	FPC	agreed to delegate to democracy and community committee
Electronic planning	3/09	planning	agreed that paper system suits the need of planning committee
Emergency response plan	5/10	H & A	diversion of office telephone line to delegate person in the case of ERP being activated agreed

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
Emergency response plan	7/08	emergency	youth club agreed that phone could be used in emergency situation
Emergency response plan	7/08	emergency	surplus sand to be stored at Elliot's, Stoke Road
Emergency response plan	1/08	ERC	terms of reference agreed prevention, procedures and practical provisions for any future emergencies
Emergency response plan	1/08	ERC	contacts directory to be set up
Emergency response plan	1/08	ERC	notices seeking tenders for brook clearance and maintenance
Emergency response plan	1/08	ERC	agreed public consultation regarding nottingham road play area
employment	3/08	FPC	agreed equal grading for equal job descriptions
Entrust grant	7/08	FPC	council authorised office committee to make grant application if the committee was so minded and to be signed by Chair and vice chair of the council
Entrust grant	7/08	office	committee agreed entrust grant not appropriate at this time
Equality	5/09	FPC	Council reaffirmed its commitment to delivery the 4 key steps to meeting specific duties to eliminate discrimination and promote equality and each committee to reaffirm at same time of terms of reference annual review
External auditor	10/07	FPC	accepted external auditors report
Fair trade	9/09	General purposes	agreed that Council to work with Chamber of Commerce (leading)
Fair trade	5/09	General purposes	Council will not lead on Fair trade as it needs to be a community led initiative
ferrets	4/10	PG	policy agreed to use contractors with ferrets on sports field to control rabbit population
Financial monitoring councillor	7/07	FPC	elected Cllr J
financial regulations	9/08	FPC	adopted by FPC
Fingerpost sign	3/10	traffic	GCC agreed to take responsibility for restoration of the finger post sign that they own.
Fingerpost sign	1/10	traffic	Caretakers are not to be asked to work on the fingerpost sign
Fingerpost sign	5/09	FPC	GCC informed parish council that they would refurbish sign when resources allow
Finlay Way play area	10/09	playground	pot holes in football area to be filled in on H & S grounds
Finlay Way play area	9/09	playground	committee policy to cut hedge twice a year to height recommended by community safety advisor
Finlay Way play area	9/08	playgrounds	2x a year hedge contract to be placed for finlay way and cheltenham road sports field
Finlay Way play area	4/08	playgrounds	additional picnic benches to be put on forward plan
Finlay Way play area	2/08	FPC	informed that no plans to alter drainage in play area field
Finlay Way play area	2/08	playground	noted project completion date of 22nd feb 2008

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
Finlay Way play area	1/08	playground	gate to by-pass agreed
Finlay Way play area	11/07	playgrounds	public expressed pleasure that their concerns had been listened to in the siting of the new play area and the new layout met with approval from the residents
Finlay Way play area	11/07	playgrounds	ownership transferred on 16/11/07 with transfer of £6760
Finlay Way play area	11/07	playgrounds	final designs approved by committee
Finlay Way play area	11/07	playgrounds	preferred contractor agreed and quotation accepted
Finlay Way play area	11/07	playgrounds	confirmation that TBC approved design and would release s106 monies
Finlay Way play area	11/07	playgrounds	contractor for hedge cutting agreed
Finlay Way play area	10/07	playgrounds	Committee noted that Residents spoke of need for play area
Finlay Way play area	10/07	playgrounds	committee agreed that public consultations of 2 user groups, 1 local residents, 1 meeting with those expressing concern, 5 contacts with local schools, 400 hand delivered flyers, 1 newspaper article, local borough and county councillors had been informed, process completed
Finlay Way play area	10/07	playgrounds	committee noted that 137 questionnaires, 5 emails and 9 statements had been received
Finlay Way play area	10/07	playgrounds	contractor B agreed as public's choice
Finlay Way play area	10/07	playgrounds	siting approved by police design officer and committee agreed to site equipment as per plan B
Finlay Way play area	10/07	playgrounds	committee agreed to finance design b
Finlay Way play area	10/07	playgrounds	approved book token for the user group public consultations
Finlay Way play area	8/07	playgrounds	noted two public consultations taken place at local schools
Finlay Way play area	6/07	playgrounds	noted advice received from police that the play area must be sited on the Finlay Way boundary
Finlay Way play area	5/07	playgrounds	agreed Cllr Taylor to take over lead as Cllr Richmond no longer on Committee
Finlay Way play area	5/07	playgrounds	agreed plan to include liaison with other bodies, designs received, mail shot and school publicity, public meeting inviting design companies
Flag flying	7/10	FPC	BCPC agreed that it wishes to fly the St Georges flag on st Georges Day
flood emergency	9/07	FPC	agreed to set up a working party to look at forward planning after 7/07
flood emergency	9/07	FPC	confirmed that nottingham road play area did not flood in 7/07
fly posting	9/08	traffic	noted council practice was in line with "good practice guide and the clean neighbourhoods and environmental act 2005"
Forward plan for pgs	5/07	playgrounds	projects to be included, skate park, pecked lane, milham road, finlay way, play equipment at sports field

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
Forward plan to 2011	11/07	playgrounds	Pecked lane refurbishment, Milham road refurbishment, Nottingham road refurbishment, Skate park, south park, nettle bank, pedestrian access at sports field, paths to nottingham road play area, shrubbery, storage at sports field
freedom of information	12/08	FPC	agreed to adopt Freedom of Information Act wef 1/1/09
GAPTC	4/10	FPC	It was agreed that Clerk could deliver training sessions for GAPTC
General Election	2/10	FPC	Where a General Election is to be held on same day as P C meeting, the PC meeting will be postponed
Gloucestershire Market Towns Forum	11/10	FPC	It was agreed not to join the GMT forum
Grangefield	6/10	PG	The transfer of grangefield to PC with a payment of £8500 was rejected by PC
Grangefield	7/09	playgrounds	rolled gravel path acceptable subject to DDA guidance, width to accommodate vehicles
Grangefield	7/09	playgrounds	TBC agreed to replacing bins and gate
Grangefield	7/09	playgrounds	knee rail at entrance perimeter acceptable to committee
Grangefield	7/09	playgrounds	when committee happy with terms, full parish to be asked to pass resolution
Grangefield	3/09	playgrounds	agreed to take on field subject to satisfactory handover conditions being agreed
Grangefield	11/08	FPC	agreed Council would be prepared to adopt subject to appropriateness of covenants and acceptable level of maintenance at time of adoption
Grants	12/10	FPC	agreed to consider to apply for grants re meeting the challenge agenda
grants to organisations	2/08	FPC	noted and agreed advice from NALC/VAT that PC should not agree to fund works/invoices where the organisation/ownership belongs to other party. Grants should be given to the organisation for them to organise contracts etc.
Grass cutting contract	4/09	office	contract agreed
Grass cutting contract	1/08	playground	authority delegated to clerk to subcontract
Grass cutting contract	11/07	playgrounds	amendments to contract to include Finlay way and to remove Kayte Lane
Grass cutting contract	8/07	playgrounds	agreed to approach TBC to see if joint working possible
Grass cutting contract	6/07	playgrounds	agreed to terminate existing contract
Grass cutting contract	5/07	playgrounds	notice of dissatisfaction agreed
green agenda	7/10	FPC	BCPC adopted the aim to encourage and support the green agenda
green belt	4/10 and 7/10	FPC	BCPC accept that green belt land at sports field was given for community use and can not be sold or leased to individuals
grounds men	5/07	playgrounds	agreed contractor with a 5 year contract with annual reviews and monthly reports to include cleaning of the sports pavilion

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
Grundon/Wingmoor Farm planning application	1/10	planning	Chair of Council will speak on behalf of PC
hedge cutting	7/10	PG	to accept the recommendations of CPDA in relation to 1m hedge height in relation to play areas
hire of premises	6/10	Premises	unify booking systems for all premises, no deposits, full payment with booking forms, no refunds or credits within 30 days of hire date. Only 9 bookings per booking form. No booking fees. No provisional bookings accepted. Monthly accounts with written agreements for long term block bookers (as custom and practice)
homelands farm 1	7/07	FPC	agreed that bcpc is against the development of homelands farm
horse field	5/07	allotments	agreed that no vehicle access to horse field and vehicles should be parked on hard standing
householders emergency plan	4/08	emergency working group	to be made available on web site
housing developments	7/10	FPC	BCPC adopted the aim to ensure that any future development is sustainable
housing developments	6/10	FPC	it was agreed that response to proposed housing developments be delegated to planning committee
housing developments	5/10	FPC	it was agreed that dialogue between planning committee and proposed housing developers was acceptable
housing developments	4/08	FPC	agreed to write to sec of state regarding proposed housing development to north of village
housing developments	3/08	planning	agreed to write to sec of state regarding 1000 houses to north included in RSS
ID cards	6/07	FPC	agreed to proceed with ID cards and for clerk to take photographs
Income	9/09	playground, allotment and community building	annual increase in line with CPR index
independent internal auditor	3/08	FPC	agreed appointment of Mr Selkirk
insurance	1/09	playgrounds	insurance cover to include public liability at all sites but not vandalism
Kayte Lane field	11/07	playground	agreed not to renew lease for kayte lane due to changes in lease conditions
Kayte Lane field	10/07	playgrounds	agreed to relinquish lease due to change in conditions
kayte lane footpath	3/08	playground	agreed to discuss joint funding with bcfc and traffic committee
knowledge and participation	7/10	FPC	BCPC adopted the aim to encourage greater knowledge of and participation in the work of the parish council

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
Library car park entrance	1/10	traffic	Parish does not have power to spend on roads and Committee does not wish to authorise expenditure on this matter
Library service	12/10	FPC	agreed to support local library and fight planned cuts
litter and dog bins	5/07	playgrounds	agreed clerk to audit number within play areas
litter bins	3/09	General purposes	agreed to supply bin for post at moreton close
logo	10/10	FPC	agreed to adopt squares logo for all council publications and website banner and proceed with ID cards.
Logo	9/09	General purposes	agreed to have logo professionally designed
Logo	1/09	General purposes	agreed to look for logo with BC and the title
Logo	12/08	FPC	agreed to delegate to general purposes
Longlands Road	11/07	traffic	agreed request for replacement road sign
matters arising	5/07	FPC	noted advice from GAPTC but choose to keep matters arising on agendas
Meeting notices	7/09	General purposes	all notice boards to display statutory notice of meetings (monthly) and contacts details for councillors
memorial garden	10/08	General purposes	agreed to plant bulbs in memorial garden
memorial plaques	4/10	office	memorial plaques will be allowed in the parish garden subject to one per bench. Each plaque to be 6x 4" with costs being borne by family but installation by council.
Milham road brook	1/08	playground	public information leaflets delivered
milham road playarea	8/07	playgrounds	agreed to seek advice from environmental health officer re potential of contamination from floods of 2007
milham road playarea	8/07	playgrounds	agreed to meet with Severn Vale housing association to discuss flooding of july 2007
mobile phone	4/08	emergency working group	office mobile to be kept active
movement	7/10	FPC	BCPC adopted the aim to improve ease of movement in and around the village
National Association of Allotment Gardens	1/10	allotments	council joined as member
New Barn	11/07	FPC	confirmed no additional funds were available from Parish council
new barn	9/07	FPC	agreed one level building would be acceptable if funding was limited
new barn	8/07	FPC	parish council accepted revised scheme as minimum acceptable
new barn	8/07	FPC	council agreed NOT to vire any monies into constuction budget
new barn	8/07	FPC	council agreed it would not take out any other grants to provide additional funds
new plots	3/08	allotments	agreed additional plots to be set up
no smoking signs	7/07	traffic	noted no smoking signs are to be displayed in bus shelters
Notice Boards	1/10	General purposes	agreed not to increase number of boards, review sites when boards need replacing.

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
Notice Boards	5/08	General purposes	agreed notice board to be sited in Linworth road bus shelter
Nottingham Road brook	9/08	emergency	TBC and GCC engineers confirmed that proposed works to watercourse were appropriate
Nottingham Road play area	10/09	playground	agreed to register deeds in accordance with land conveyed to BCPC on 1st May 1980
Nottingham Road play area	9/09	playground	fencing around perimeter to be made safe but not to be replaced
Nottingham Road play area	11/07	playgrounds	due to vandalism, committee agreed to remove swing frames
Nottingham Road play area	10/07	playgrounds	due to vandalism committee agreed to seek local contractor to remove hard surface and base level and area to be returned to grass
Office foyer	4/09	office	fire regs prevent combustible materials being put in foyer
Oldacre Drive	8/07	playgrounds	confirmed land at Oldacre Drive did not belong to parish and therefore BCPC could not undertake hedge trimming
Outside organisations	4/09	FPC	council agreed that short term specific targeted support with or without financial donations will be minuted and conveyed to individual organisations
Outside organisations	12/10	FPC	Agreed to engage with other organisations to facilitate youth provision to prevent crime and anti-social behaviour
Parish plan	7/10	FPC	BCPC adopted the aim to have a parish and community led plan
Parish council meetings	7/09	FPC	agreed to have parish councillors only seated at tables
parish garden	10/08	playgrounds	transfer responsibility of parish garden to office committee
parish garden	10/10	premises	agreed replacement of litter bin
parish garden	2/09	office	grass cutting contract
Parish garden lights	12/09	office	committee delegated responsibility to clerk to ensure garden lights are working
Parish office	12/09	office	agreed stud partitioning under stairs
Parish office	12/09	office	agreed solar panel film for rear lobby windows
Parish office	12/09	office	bookings able to be taken at clerk's discretion and clerk to feedback to committee if this amendment is used
Parish office	12/09	office	public workshops using whole of building not allowed due to fire and safety regulations of not being able to use upstairs with doors open downstairs
Parish office	12/09	office	Parish office is not to be used for commercial activities
Parish office	10/09	office	bike racks agreed "subject to planning permissions"
Parish office	10/09	office	rear alleyway concreting agreed
Parish office	10/09	office	agreed to purchase A3 colour copier with annual maintenance contract
Parish office	10/09	office	no special dispensations are given to charities

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
Parish office	10/09	office	custom and practice to close from 2pm on 23rd Dec to first working day after bank holiday in January
Parish office	10/09	office	committee agreed to fit carpet in admin office
Parish office	10/09	office	agreed to daffodil planting behind office in grass verge adjoining tesco car park by scout group
Parish office	10/09	office	agreed parish garden not suitable place for wishing well
Parish office	7/09	office	agreed to increase shrubs by wall and water fountain
Parish office	5/09	FPC	agreed that Parish Office could be used for Councillors' surgery with a representation of County, Borough and Parish Councillors
Parish office	2/09	office	fire policy statement agreed
Parish office	2/09	office	outside organisations are not permitted to use copier unless mandated by FPC
Parish office	2/09	office	outstanding capital budget at end of 2010 to be considered for other projects
Parish office	2/09	office	quarterly evaluation by users to be completed
Parish office	2/09	office	no additional discounts to be given to charity groups
Parish office	11/08	FPC	agreed authorisation for Chair and clerk to sign legal paperwork
Parish office	11/08	office	agreed that building reg certificate required before BCPC willing to take ownership
Parish office	11/08	office	key policy agreed
Parish office	10/08	office	noted fire consultant agrees downstairs meeting room can now be used when upstairs is in use with new design for fire doors
Parish office	10/08	office	agreed audio/visual policy and budget
Parish office	10/08	office	insurance cover to be all risks, out of office working and transit
Parish office	10/08	office	hire form agreed with additional wording recommended by fire consultant
Parish office	10/08	office	rooms may be hired for training, meeting ,information and advice purposes
Parish office	10/08	office	window cleaning policy agreed
Parish office	10/08	office	cleaning policy agreed
Parish office	10/08	office	garden policy agreed
Parish office	10/08	office	flag flying to be in line with LG offices procedures - part of caretaker role
Parish office	10/08	office	water feature policy agreed including water on between march and oct. No maintenance contract
Parish office	10/08	office	agreed office waste to be taken to community building bins
Parish office	10/08	office	agreed art work owned by parish council would be donated or stored
Parish office	7/08	office	agreed new office to meet all current fire and H & S guidelines and would be clutter free
Parish office	7/08	office	delegated responsibility of disposal of existing furniture/furnishings to clerk

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
Parish office	7/08	office	small table and chairs to be placed in kitchen
Parish office	7/08	office	portable hearing loops to be provided
Parish office	7/08	office	flexible table and chairs for meeting rooms
Parish office	7/08	office	capacity due to fire regs - 60 in building, 50 in larger rooms, 3 in small meeting room and admin room
Parish office	7/08	office	upstairs may only be used if downstairs doors are shut
Parish office	7/08	office	priority to council for meetings
Parish office	7/08	office	"chairman's board" to be relocated to office
parish office	10/10	premises	agreed evaluation process to take place in november 2010
parish office heating	10/10	premises	agreed to change type of heating from storage to oil filled radiators and to seek smart meter
parish office lighting	10/10	premises	agreed with change of light switches in downstairs meeting room
parish plan	3/08	FPC	planning committee to look into feasibility of parish plan
Parish update	1/10	General purposes	In-house publication agreed.
Parish update	9/09	General purposes	newsletter to include councillors' contact details in line with QC
Parish update	7/08	General purposes	agreed distribution to be through tewkesbury Admag
parking leaflet	5/08	traffic	clerk was instructed to prepare generic parking points including liaison with police
Pass-plus scheme	1/10	traffic	not to be put on highways agenda as council does not have power for road safety schemes
Pecked Lane play area	10/10	playground	agreed to remove existing play equipment and surface and to grass seed area
Pecked Lane play area	10/10	playground	agreed to pollard existing trees as identified
Pecked Lane play area	10/10	playground	agreed to follow ROSPA advice for water course as agreed with TBC officer
Pecked Lane play area	10/10	playground	agreed to start design selection process
Pecked Lane play area	9/09	playground	committee noted that land registry map confirms that the old brook course was the boundary of the land and only trees to the north (play area side) was in the land owned by BCPC. Those trees identified have been sprayed with yellow paint.
Pecked Lane play area	9/08	playgrounds	agreed most trees on Minettes ave boundary are not owned by bcpc but fall in to white land category
Pecked Lane play area	1/08	playground	alternative funding sources sought
Pecked Lane play area	11/07	playgrounds	consultation, advice sources, 3 invited contractors, 6 month time line agreed
Pecked Lane play area	10/07	playgrounds	committee agreed to seek competitive tenders for new design
Pecked Lane play area	10/07	playgrounds	agreed trees owned by parish council would be identified
Pecked Lane play area	8/07	playgrounds	public notices published in local press - one contractor responded
Pecked Lane play area	6/07	playgrounds	agreed Cllr B would authorise specification
Pecked Lane play area	6/07	playgrounds	agreed to replace damaged bins asap

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
Pecked Lane play area	5/07	playgrounds	any specifications for repair/refurbishment to be cross referenced to playground inspection reports
pecked Lane watercourse	5/07	playgrounds	noted flooding from brook and checking/clearing of sluice grills agreed for 3x week
Photocopier	6/09	office	agreed outside organisations are not permitted to use the photocopier
Planning developments	11/09	FPC	Council is opposed to any further developmetn within the village and this view should be communicated to any consultancy approaching the Council. Council would wish the planning committee to communcate the thoughts of the council with regard to planning gains to TBC
Planning expertise	12/07	FPC	Agreed that it did not wish to set up budget to "buy in" planning expertise
Planning information	12/09	planning	committee agreed that information given by proposed developers should remain confidential until the plans are put in the public domain by public consultation or planning applications being deemed valid by TBC
Play areas	7/09	playgrounds	all play areas to be registered with land registry via solicitor
playbuilder	9/10	FPC	BCPC agreed to support save the playbuilder campain
Playgrounds inspections	5/09	playgrounds	caretakers to undertake visual inspection on a weekly basis
Playgrounds inspections	1/09	playgrounds	annual inspection to include risk assessments agreed
Polling cards	12/09	FPC	Council agreed polling cards for bye-elections were not necessary
Postal service	5/09	FPC	agreed to support postal workers
Postal service	5/09	General purposes	agreed that post boxes in village is sufficient. Location map to be compiled
pot holes	1/08	allotments	clerk delegated to obtain competitive quotes to fill pot holes
Power of Well being	7/09	General purposes	training session for councillors to be arranged by clerk
rabbits	3/08	allotments	rabbit control agreed
road safety liaison	5/07	traffic	agreed Cllr Richmond as representative requesting written reports to be sent to clerk
road signs	5/07	traffic	noted TBC do not see necessity for street name for stoke park close/stoke park court
road surfaces	7/10	H & A	to lobby to improve road surfaces
Roses Theatre	12/09	FPC	Council agreed grant for 09/10 and 10/11
Roses Theatre	11/08	FPC	agreed grant for 09/10 subject to outreach to all local primary schools and financial viability being confirmed
s106	2/08	playground	delegated to chair of committee to represent bcpc. Future developers to be requested to install playareas and then hand over to bcpc
s106	2/08	playground	agreed to request utilities to be installed in any new play areas subject to s106

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
S106	11/07	planning	delegated to Chair of planning and to include, Skate Park, Milham and Nottingham Rd play areas, play provision south of village, additional allotments provisions
S137	12/07	FPC	Grants to VAG £50
s137	12/07	FPC	Grants to British legion £25
s137	12/07	FPC	Grants to BC disabled club £150
s137	12/07	FPC	Grants to Golden Cicle £150
s137	9/07	FPC	agreed donation of £850 to Chamber of Commerce for Christmas lights
s137	7/07	FPC	Glos Assoc for Blind grant agreed for £100
s137	7/07	FPC	agreed grant of £250 to bishops cleeve carers group
s137	9/07	FPC	agreed donation of £100 to Glos Chest Fund
s142	12/07	FPC	Grants to CAB £500
S144	9/07	FPC	agreed to set aside central budget for s144 for tourism to include Christmas Lights and Street Fayre but not to be limited to these two events
salt/grit	3/09	traffic	agreed use for parish council owned land for entrances into council owned buildings
sand	4/08	emergency working group	order placed, and paid for, sand to be held at Elliot bros, Stoke road
school travel plans	7/07	traffic	agreed bcpc would welcome involvement in school initiatives regarding travel plans
seat	1/09	General purposes	agreed to replace seat at Bishops Drive
Shrubbery	9/09	playground	committee noted change of ownership at sports field end.
Shrubbery	7/09 & 9/09	playground	committee confirmed policy of pollarding leylandi to height of 1.8m every 3 or 4 years on owned by original housing development company but taken over by BCPC by act of planting the leylandi
Shrubbery	7/08	playgrounds	confirmation that land known as shrubbery not owned by BCPC as confirmed by land registry
Shrubbery	9/08	playgrounds	agreed that BCPC had planted trees on land it did not own
Shrubbery	2/08	playground	agreed not to renew annual maintenance contract- agreed to bring in-house
signs	4/10	PG	It is policy of council to erect signage "consider the safety of other users and do not cause nuisance to neighbours" at all play areas
Skate park	10/10	playgrounds	agreed to purchase youth shelter
Skate park	9/09	playground	committee agreed to included budget for youth shelter in 10/11
Skate park	5/09	playgrounds	policy to ignore graffiti at skate park
Skate park	6/08	playgrounds	agreed design and supplier for skate park
Skate park	3/08	playground	3 companies to make presentations to committee
Skate park	2/08	playground	consultation with cleeve school, bishops cleeve primary
skate park	1/08	playground	young people consultations ongoing and publicity through newsletter agreed

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
skate park	10/07	playgrounds	Agreed to bring skate park into current projects
South park	10/10	playgrounds	agreed to replace slide with spring toys
South park	7/09	playgrounds	accepted proposal from bowls club to plant trees in the area of south park
South park	6/08	playgrounds	agreed location, supplier and budget for south park play area
South park	4/08	playgrounds	age range defined as up to 5 years old
South park	3/08	playground	meeting arranged with safer communities police officer
South park	2/08	playground	police and highways joint liaison meeting to discuss location
south park	1/08	playground	agreed to discuss travel routes with police/highways agencies
south park	10/07	playgrounds	Agreed to bring south park into current projects
sports and leisure facilities	7/10	FPC	BCPC adopted the aim to develop sports and leisure facilities
Sports Centre	12/07	FPC	Agreed in principal to grant to sports centre as TBC cut funding
sports field	5/09	playgrounds	tree planting initiative was not accepted by committee
sports field	3/09	playgrounds	committee agreed to seek interaction with golfers to look at options
sports field	1/09	playgrounds	agreed use of sports field for british heart foundation bike ride -custom &practice
sports field	1/09	playgrounds	car park available for race work on 50% split for any organisation that wish to run it
sports field	1/09	playgrounds	pavilion cleaning contractors role agreed
sports field	1/09	playgrounds	pavilion maintenance required agreed
sports field	1/09	playgrounds	ground maintenance/improvement budget to be agreed in advance
sports field	11/08	playgrounds	agreed to make bike track using spoil from existing clay banks
sports field	11/08	playgrounds	agreed to dispose of current tables and chairs at the pavilion
sports field	11/08	playgrounds	agreed to charge VAT on all users from 1/4/09
sports field	11/08	playgrounds	grafitti on skate park to be left
sports field	10/08	playgrounds	safety measures for south park including barriers for culvert, car park kerb edging, tarmac at ped gate and sign on fence
sports field	10/08	playgrounds	development plan agreed
sports field	10/08	playgrounds	agreed to part fund "carvers ditch" maintenance with emergency committee
sports field	10/08	playgrounds	pavilions work to bring to building regs standard to be priority for capital funding
sports field	10/08	playgrounds	lease land to be amended to secure access to astro entrance on long term basis
sports field	9/08	playgrounds	agreed to reclaim nettle bank land and to bring it in to use with existing areas
sports field	9/08	playgrounds	confirmation from GCC drainage engineer that drainage ditch (carver's ditch) was installed for flood prevention and should be maintained on regular basis /annual
sports field	9/08	playgrounds	caretaker role to include strimming entrances

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
sports field	9/08	playgrounds	portfolio of outside organisations using sports field to be kept
sports field	7/08	playgrounds	noted that lease documents show 5 year leased land is on the boundary of astro fence facing kayte lane. Agreed to try to gain security of access for at least length of grant obligations of 21 years from 2005
sports field	7/08	playgrounds	pavilion income to subject to annual review in line with RPI
sports field	7/08	playgrounds	clerk to ascertain if hedge on cheltenham road is protected
sports field	5/08	playgrounds	planning difficulties identified as pavilion doors not wide enough, disabled cubicle not big enough, internal doors not wide enough, landing areas no suitable, accessibility for disabled users in changing rooms not acceptable, use of a business not covered by planning permission, signage outside planning permission, bowls club turning circle outside of planning permission, bowls club access road route not in accordance with approved plans, bowls club electric certificates sewer connections approval , SAP reports, access statement, commissioning certificates all outstanding, bowls club doors open wrong way
sports field	5/08	playgrounds	hedge height agreed
sports field	3/08	playground	planning application for storage shed to be submitted
sports field	2/08	playground	photographs of storage shed sent to TBC
Sports field	10/07	playgrounds	agreed not to allow livestock grazing on sports field land
sports field	8/07	playgrounds	agreed to reclaim nettle bank land and to bring it in to use with existing areas
sports field	8/07	playgrounds	agreed no dogs/ no golf policy
sports field	4/07	playgrounds	agreed contract specification for grounds men - BS3730 and PQS basic for whole of site, providing own equipment, in and out of season working, reach PQS basic within 4 years - total area 28 acres
sports field	5/07	playgrounds	ditch/drainage problems were to be discussed in future if problems arise
sports field	5/09	playgrounds	policy not to secure boundaries of neighbours' property
sports field	1/09	playgrounds	caretaking role agreed
sports field	7/08	playgrounds	clerk was instructed to put running track on forward plan
sports field	5/08	playgrounds	no combustible materials are to be stored in the boiler room
sports field bookings	5/09	playgrounds	non weather cancellations - credits only given if 7 days notice received
sports field bookings	5/09	playgrounds	weather cancellations only given if games called off by groundsmen or referees
sports field bookings	2/09	playgrounds	agreed to Sunday morning grass use subject to annual review

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
Sports field car park	4/09	playgrounds	noted that business parking would contravene planning permission conditions
sports field culvert	8/07	playgrounds	agreed to request an inspection report on the ditch on the right hand side
sports field discounts	3/09	playgrounds	on decreasing scale for original partnership teams
sports field entrance	3/10	traffic	entrance to sports field own by bcpc upto the island in road way and grass verge line- maps available
sports field entrance	7/10	traffic	green box on grass verge owned by street lighting department
sports field entrance	11/09	playground	agreed to abide by planning conditions and remove signage at entrance
sports field entrance	11/09	playground	agreed not to follow advice of playground inspector to install warning signs of bike use at entrance
sports field entrance	10/10	playgrounds	agreed to change design of concrete planters in 2011/12
sports field entrance	8/07	playgrounds	agreed to lay turf on left hand side outside entrance
sports field entrance	6/07	playgrounds	authorisation given to take down sign at the front entrance and clear the area
sports field entrance	6/07	playgrounds	agreed to reclaim nettle bank land and to bring it in to use with existing areas
sports field grafitti	10/10	playgrounds	agreed policy on graffiti art is to be left unless offensive
Sports field hire	5/09	playgrounds	committee agreed that summer schemes should be charged in line with other council premises
Sports field lease land	7/09	playgrounds	waiting TBC agreement to transfer both leases to same time frame
Sports field management policy	10/09	playground	committee adopted the management plan
Sports field pavilion	10/10	playgrounds	agreed use of pavilion for engagement of youths using existing facilities
Sports field pavilion	9/09	playground	agreed project for back entrance, WC/shower room, outside landing area, internal doors all to meet building regulations
Sports field pavilion	9/09	playground	policy to charge for lost keys
Sports field policy statements	11/09	playground	adopted by committee
sports field road	10/10	playgrounds	agreed pot hole repairs where necessary, reposition gate and install bollards 2011/12
sports field watercourse	7/09	playgrounds	riparian ownership to middle of water course agreed
sports pavilion	3/09	playgrounds	agreed to create disabled toilet/shower/changing room from treatment room/disabled toilet, access through front and rear door, slopes, drop kerbs and ramps to be in accordance with building regs, electric shutters for front and rear access. Internal doors to meet building regs - all to achieve building reg cert.
sports pavilion	3/09	playgrounds	cleaning contractor agreed
sportsfield	7/07	playgrounds	noted that bowls club turning circle was available to all users of sports field

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
sportsfield	7/07	playgrounds	noted that an avenue of trees be considered for driveway
Staff clothing	6/09	office	agreed staff to be provided with fleeces and polo shirts
Staff protection	9/09	FPC	policy for dealing with unacceptable behaviour by the public referred to employment committee
Staff protection	9/09	FPC	council supported actions taken by the Chair was agreed
Staff protection	9/09	FPC	Council agreed that a person banned from Council premises would remain so until the individual contacts the Council office
standards board	7/07	FPC	following the report from best value a matter was referred to standards board
standards board	5/07	FPC	agreed Cllr Ayres should represent BPCP on TBC standards board
standing orders	7/10	FPC	BCPC adopted 2010 NALC model Standing orders
standing orders	9/07	FPC	agreed annual review of standing orders and financial regulations by subcommittee
station road humps	5/07	traffic	noted that GCC will not take action on the petition presented re raised cushion
Stoke Road refuge	9/09	traffic	committee agreed that no action to be taken on stoke road refuge request
Street Fayre	4/08	FPC	grants must be acknowledged in all publicity
Street Lighting	11/10	FPC	invitation to Street Lighting Officer to attend Parish Assembly in April 2011
Street Lighting	1/10	traffic	survey to be undertaken with no obligation
Street Lighting	12/09	FPC	Street lighting deferred to Traffic committee
Street Lighting	7/07	traffic	agreed to seek clarification of criteria
Subscriptions	4/09	playgrounds	agreed annual subscription to Glos Playing Fields Association
Sue Ryder Care	10/10	FPC	agreed to give donation of £250 under s137
Sustainable Communities Act Amendment Bill	2/10	FPC	Council agreed to support this Act
tarmac deliveries	6/07	FPC	council agreed to settle the costs
tarmac deliveries	6/07	FPC	agreed to refer matter to Best Value working group
Telephone boxes	11/09	FPC	Council agreed it did not wish to adopt telephone kiosks
Terms of reference	4/09	FPC	Committees to agree in May meetings with Finance subcommittee to have annual review with standing orders and financial regs
Theft and anti-social behaviour	4/09	allotments	all such instances should be reported to police first hand
Tithe barn	7/09	FPC	agreed to perform all lawful acts request by tithe barn management committee
Tithe barn	7/09	FPC	authorised chair and clerk to sign security documentation
Tithe barn	7/09	FPC	agreed to register deeds and obtain valuation
tithe barn	2/09	FPC	agreed to support Tithe Barn grant application

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
Tithe barn	4/08	FPC	delegated to general purposes investigation of joint working
tithe barn	3/08	FPC	agreed to proposal of 2 representatives on tithe barn management committee
Tithe barn	7/09	FPC	Council agreed to register title at land registry
tithe barn allotments	1/08	allotments	committee ceased responsibility for collection of tithe barn rents
tithe barn trustees	9/09	FPC	agreed that the PC would not accept any legal and financial consequences of such a position (PC representatives on trustee board)
Toddle along group	10/10	FPC	agreed to make a donation under s137 in sum of £285
Trade and service directory	9/07	FPC	Clerk was authorised to place full page adverts until further notice
Training policy	1/11	FPC	adopted training and development policy for councillors and staff
Transition Cleeve	9/09	FPC	agreed that the council would endorse Transition cleve
tree packs	10/10	playground	agreed clerk to seek free tree packs
utiliites	1/08	c/b	clerk asked to look at utility charges and usage
utiliites	5/07	playgrounds	delegated to clerk authority to pay utilities accounts providing she thought they were reasonable
vandalism	9/10	FPC	BCPC will encourage the police to seek to pursue and to prosecute individuals who vandalise and damage council property. Furthermore the council will seek to recover all legal costs and the cost of repairs for the damage perpetrated through the civil courts
vandalism	9/07	FPC	agreed to set a central cost centre for vandalism in annual budget
VAT	3/09	playgrounds	VAT will be charged at sports field with only 9 bookings allowed on any one form
VAT	5/08	FPC	accepted information regarding VAT position, planning permissions conditions
VDS	3/08	planning	VDS noted not a priority for planning authorities and was discarded
vehicle speeds	7/10	H & A	to lobby to reduce vehicle speeds within the village
Vice chair of council	5/07	FPC	election of Cllr P Lightfoot
village crier	4/10	FPC	BCPC did not wish to employ an official Village Crier
Village Voice	12/07	FPC	Agreed to send draft minutes from FPC meetings
water courses	7/10	PG	to accept the recommendations of ROSPA in relation to water course safety
website	1/10	General purposes	maintain current format as it meets NALC and QC guidelines review in 12 months
Website	7/09	traffic	website to be used to seek public opinion regarding stagecoach service
website	7/08	General purposes	agreed website to be administered by admin team
website	12/07	FPC	Agreed to transfer to new website (cllr Habgood)

<u>key words</u>	<u>date</u>	<u>reference</u>	<u>Decision</u>
website	7/07	FPC	agreed to delegate review to newsletter working group
Wellbrook Road watercourse	11/09	playground	agreed to follow solicitors advice and TBC officers guidance
Wellbrook Road watercourse	10/09	playground	agreed 5 year maintenance programme of both sides of brook and hedge at 62 Wellbrook
Wellbrook Road watercourse	10/09	playground	committee agreed with TBC officer opinion that "re-profiled channel on the playing field side with minimal disturbance of the "off-bank" with some vegetation being removed to help with improving the flow of water and some sections of bank are now visible. There appears to be very little difference in the condition of this bank and therefore he is satisfied that no damage has been done to the off-bank"
Wellbrook Road watercourse	7/09	playgrounds	noted that BCPC owns both sides of the banks as informed by solicitors
Wellbrook Road watercourse	5/09	playgrounds	committee takes responsibility for works undertaken.
Wingmoor Farm questionnaire	7/07	FPC	noted intention to publish the summary of result in newsletter
youth club door	1/08	c/b	agreed to repair joining door
youth provision	10/10	playground	agreed grant to youth service in sum of £800 upto 3/11 under 1976 s 19 and LGRA 1977 s31
youth provision	7/10	FPC	BCPC adopted the aim to improve and extend youth provision in the village
youth provision	12/09	FPC	council agreed to fund 2 youth workers to work with years 7 and 8 by a grant for 2009/10
youth provision	12/07	FPC	Grant to youth club £4000 for year 7,8 provisions
Youth Theatre	10/10	FPC	agreed to make grant of £1000 under s145 LGA 1972