

**Minutes of the Parish Council Meeting  
Held on 15<sup>th</sup> February 2010 at 7.15 p.m. in The Jubilee Hall.**

**Present:** - Cllrs John Cutland (Chairman), Terry Hunt, John Head, John Veasey, Brian Davis, Mike Webb, Bernard Willcox, Brian Lee, Allison Peters, Peter Taylor, Maggie Tyrrell (SGC).

Bob Phillips (Clerk)

### 1. Apologies for Absence

Cllrs. Mike Perry, Shirley Holloway (SGC).

### 2. Evacuation Procedure

The evacuation procedure was noted

### 3. Public Participation

Elaine Lee & Bob Walters of the **Community Forum** were invited to address the Council..

Elaine Lee presented the following.

**Community Forum AGM** - A reminder to the Council that the Community Forum AGM is on Wednesday March 3<sup>rd</sup> at 8.00pm.

Elaine thanked the Council for this opportunity to report their main projects.

An apology - I will not be able to attend the Annual Parish Meeting in April as both Cllr Brian Lee and I are in Australia.

**The Show** - Saturday, September 4<sup>th</sup>

The CF is trying to expand this event after last year's success. We are seeking a personality to open The Show, has anyone a contact?

This year The Show will include Craft stalls with items to sell so we will charge each stallholder £5 or £10 entrance fee(TBD by W Group)

The Charity Stalls will also be charged but we may refund to them if the overall profit is good

There is a possibility of inviting Old Down Park to bring some animals. We also may wish to offer donkey rides, and show game birds and dog training.

Parking vehicles – St Helens school head, Mr Cooke is allowing the use of the playground but is it possible to use part of the Jubilee Field. We would also require stall-holders to bring vehicles on to the field, may we also have permission for that?

The CF may also want a licensed Beer tent. Does the Council have any objections or guidance on this matter?

Insurance remains a big issue with many and we would be grateful for **guidance on this please**

Costs – We are planning to hire of marquee for about £350. Would Parish Council consider underwriting or donating this in case of poor returns?

*(According to P Plan records 871 people wanted Annual Event. 294 will help!)*

#### **Community Forum Funding**

Bob Walters gave a brief report on Community Forum Funding.

Recent funding awards have been offered by Magnox North and S Glos Environmental Grant amounting to £2,700. This will go some way towards the costs of The Parade project which has received several other non-monetary donations from businesses in the area.

We are working hard in seeking funding to support The Show but are having some difficulty with a conflict with Thornbury Carnival. The Carnival committee are currently considering sharing some of their funds with us. We will continue to seek support from both local sources and those further afield and welcome any suggestions of possible alternatives.

#### **Village of the Year**

The working group has had two meetings so far and are currently focussing our attention on the Sustainability section.

We would welcome any details of the Naturalisation Project the Council are undertaking in the Cemetery.

#### **John Dyer Award**

The CF suggests that a list is made of all previous winners and displayed in the Jubilee Hall. Perhaps the Parish Council would consider this.

#### **Youth Club**

The working group has had two meetings with advisors 1) S Glos Youth Services 2) CVS Youth Worker

The intention is now to devise and distribute questionnaires - probably restricted to Y.10 - to gather views as to what style of Club is needed.

We are advised that Funding will be more readily available if we have a clear vision of what is offered

eg. Counselling, etc. available to the Youth. Leaders will be looking for funding for training and ISA's

The group would like to present their vision to the Council (and Youth Centre Management team) in the near future.

#### **Youth Centre**

A big concern on the horizon is lack of equipment storage at the Youth Centre and also the lack of suitable times for younger groups to use the Youth Club and possible neighbour's attitude St Helen's Head, Mr Cooke has agreed to temporary storage in an old terrapin but could PC bear this problem in mind?

#### **Printing and Photocopying**

The Community Forum would be grateful for Council help in printing and photocopying various pamphlets and questionnaires.

*(The Council had previously agreed to undertake any printing/photocopying required and the CF was asked to place all requests with the Clerk.)*

Elaine Lee and Bob Walters thanked the Council for their time and hoped that the requests they had made would receive a favourable consideration.

Actions from Community Forum Briefing

**100215-1 The Council to consider granting permission to bring animals onto the Recreation Ground for "The Show."** **Action to Council**

**100215-2 The Council to consider granting permission to allow vehicles on to the Recreation Ground for "The Show" for stall holders and as a car park.** **Action to Council**

**100215-3 The Council to investigate the insurance cover provided for The Show and confirm with the Community Forum.** **Action to Council**

**100215-4 The Council to investigate the insurance cover provided for The Show and confirm with the Community Forum.** **Action to Council**

**100215-5 The Council to consider the request from the Community Forum to underwrite or donate the cost of hiring a marquee (approx £350) or "The Show."** **Action to Council**

**100215-6 The Council to give details of the Cemetery Naturalisation Project to the Community Forum in support of it's Village of the Year project.** **Action to Council**

**100215-7 The Council to consider erecting a display of all previous John Dyer Award winners in the Jubilee Hall.** **Action to Council**

**100215-8 The Council to consider all requests for assistance with the production of printed material from the Community Forum.** **Action to Council**

#### 4. Declaration of Interests

Cllr Bernard Wilcox declared an interest in item 12.2.  
Cllr Brian Lee declared an interest in item 9.

#### 5. Minutes and matters arising from previous meetings

Parish Council meeting of Monday 18<sup>th</sup> January 2010

**Resolved:** The minutes of the Parish Council meeting of Monday 18<sup>th</sup> January 2010 were signed by the Chairman as correct.

##### 5.1. Matters Arising

None

##### 5.2. Outstanding Actions

##### 5.2.1. **(18/5/09) Clerk to contact S Glos re. The request from Mrs Stella Allan for an additional street light in Davids Lane.** **Action to Clerk**

A previous conversation with SG advised the Clerk to document the requirement and obtain any resident support for the request and re-submit.

Cllr Bernard Wilcox asked that he be kept involved in this action. The Clerk confirmed that the action was on his "to do" list and needed to re-check the physical location following the recent housing developments at the end of Davids Lane.  
Ongoing (15/2/10)

##### 5.2.2. **(21/9/09) Clerk to discuss with SG Planning Department whether any planning rules had been infringed by the installation of an externally opening door at the Post Office, Greenhill Parade.** **Action to Clerk**

No action taken to date (18/1/10)

##### 5.2.3. **(21/9/09) Clerk to obtain costs for replacement litter bin.** **Action to Clerk**

No action taken to date. (18/1/10)

The Clerk suggested that as there was now a number of litter bins in the Parish that needed replacing, a short survey should be taken and the individual jobs undertaken as a single project. No changed action was agreed. (15/2/10)

##### 5.2.4. **(19/10/09) Clerk to discuss with SG the possibility of improving the pedestrian access along Old Glos Rd. Also to contact The Ship with a view to encouraging them to cut their boundaries.** **Action to Clerk**

No action taken to date.

The Clerk reminded the meeting that the requirement was to allow for safer walking along the Old Gloucester Road as this was the obvious pedestrian route from Spencers Court to the village amenities (18/1/10)  
Ongoing (15/2/10)

##### 5.2.5. **(19/10/09) Clerk to add the replacement of the Parish map on the Greenhill Parade notice board to the next PC agenda** **Action to Clerk**

The Clerk reported that he had located two copies of the original painting and was in discussion with a company who could scan the painting with high definition and colour separation and supply a digital copy of the work. This could then be used to obtain a weatherproof version. Before undertaking the work, costs should be obtained.

Cllr Brian Lee had received an offer from a resident to photograph the current map and try and create a copy for laminating.

Both options were to be considered. - Ongoing. (18/1/10)

Ongoing (15/2/10)

**5.2.6. (19/10/09) Clerk to write to Central Networks requesting that urgent remedial work and a major renovation be carried out to the Sub-station in the Youth Centre Car Park.**

**Action to Clerk**

The Clerk reported that he had identified the correct department in Central Networks who assured him that a work plan was already out with contractors for costing.

The Clerk had written to Central Networks but had, as yet received no reply. (18/1/10)

Central Networks Reactive Works Department has programmed the renovation works to be undertaken between April and July 2010. The building has been examined and declared safe. Following a request, the Clerk has furnished CN with photographs of the building. The contact in CN has assured the Clerk that she will try and ensure the work is completed quickly. We have also been given a name and address of CN Managing Director for escalation.

Action Closed

**5.2.7. (19/10/09) Clerk to write to the householder at "Dalmeny" 4 Gloucester Rd. Alveston requesting that if work has been completed that they remove the scaffold over their house.**

**Action to Clerk**

No action taken to date. (15/2/10)

**5.2.8. (19/10/09) Clerk to write an introduction to Alveston Parish Council to be included in the "Welcome Pack"**

**Action to Clerk**

No action taken to date. (18/1/10)

Action transferred to Cllr John Head. (15/2/10)

**5.2.9. (19/10/09) Clerk to contact SG and discuss the highway verge at Earthcott Green.**

**Action to Clerk**

No action taken to date.

Clarification on the exact location was sought.

Cllr Peter Taylor explained that the problem was in the vicinity of the brook that crosses Church Rd and that the highway edge growth has deteriorated and been instrumental in damaging the field fence and hedge. (18/1/10)

As no action had been taken to date (15/2/10), Cllr Peter Taylor said that he would contact SG Highways Department himself.

Action Closed

**5.2.10. (19/10/09) Clerk to investigate costs and procedures of external Web site development & management.**

**Action to Clerk**

The Clerk reported that he had made contact with a number of companies who will be providing more detail of the services they offer. He has also been discussing with neighbouring clerks the process they used and the company they engaged with. It is suggested that a small but enthusiastic sub-committee be formed to oversee the project. (18/1/10)

Ongoing (15/2/10)

**5.2.11. PC100118-1 Clerk to establish costs for chains and locks for YC car park entrances.**

**Action to Clerk**

Chains	£85.71
Locks	£108.00 (approx)
Miscellaneous	<u>£11.50</u>
Total	£205.21

The chains had been ordered, other items will be purchased shortly.  
Action Closed

## 6. Recommendations from Committees

6.1. **Planning** (meetings held 18<sup>th</sup> Jan & 1<sup>st</sup> Feb 2010) - Cllr John Head reported on the meetings as in the minutes.

6.2. **Playing Fields & Open Spaces** – (meeting 1<sup>st</sup> Feb) – Cllr John Veasey

### 6.2.1. Playbuilder Grant

The Parish Council had been awarded £45K for expenditure in 2010/2011 from the SG Playbuilder Fund to provide new play facilities for 8 to 13 year olds on the Lime Kiln Field. SG will have a main role in project management but the Playing Fields Committee is seeking to create a sub-committee from both councillors and lay people to drive the project forward. The first meeting is planned for 22<sup>nd</sup> Feb.

### 6.2.2. Youth Centre Car Bank

Concern had been expressed that the YC car park bank was looking unkempt. Several shrubs had died and stones and soil had fallen on to the car park. It has become a bit of an eyesore and adds to the general unkempt feel to this area.

After discussion with our contractors they confirmed that there is very little soil on the bank and one idea was to lay some rows of railway sleepers along the car park edge to retain what little soil there was. Shrubs could then be replaced.

An action had been placed on the Clerk to obtain estimates for the work.

Many councillors expressed concern that only a few years after spending a considerable amount on the bank, we were once again considering spending more. It was felt that a better, long term solution should be sought.

Cllr Brian Davis suggested that the remaining shrubs could be inter-planted with a fast growing ground cover evergreen plant. He felt that even when the previous work had been completed, the bank had never looked tidy.

This view was supported by a number of councillors and it was decided to refer the problem back to the committee for further consideration and not to proceed with the idea of railway sleepers.

**Resolved.** To refer the problem of the untidy YC Car Park bank back to the Playing Fields and Open Spaces Committee for further consideration.

### 6.2.3. Youth Centre Car Park Security

The committee had resolved to purchase the chains, padlocks and fittings and have them fitted as soon as possible.

Security Companies had been contacted and on average would charge £10.00 per visit to lock/unlock the chains.

If a local person could be identified, it was suggested that the morning opening cost could be approx. £90.00 per month. Night time locking would cost a little more.

Several councillors thought that the night time locking should be performed by professionals.

It was agreed to seek a local person for the 7.00 am unlocking and contract for the night time locking to a Security Company. The chains would only be used if the ASB problem re-occurred.

**100215-9 The Clerk to write to each householder neighbour to the YC and explain what we were doing and seek a person who could be contracted on a casual labour basis to unlock the chains at 7.00 am each morning. Action by 1/3/10. Action to Clerk**

**Resolved.** To refer the decision re. locking/unlocking the YC car park to the Finance Committee for decision.

6.3. **Footpaths & Allotments** – No meeting

6.4. **Finance and General Purposes** - (meeting 1<sup>st</sup> Feb) – Cllr Terry Hunt

6.4.1. Re-organisation of Reserve Account

Cllr Terry Hunt asked the Clerk to explain the proposed re-arrangement of the Reserve Account which will reduce the un-specified funds, place all specific reserve funds into credit or closed and ensure the published Reserve Account is meaningful.

The Clerk explained the methodology for the adjustments as in document (memo 100215 Finance – Reserve Account).

Cllr Peter Taylor commented that he felt that the YC Reserve Fund should be a greater amount as there is a real possibility that the YC Management Committee will be seeking a grant towards roof repairs that have recently come to light.

It was explained that this is an accounting exercise to allow the Council to confirm that it is holding reserves against “risk assessed” items. The amounts can be adjusted by simple resolution at any time if additional costs in any one area exceed the anticipated amount.

**Resolved:** The Reserve Account be re-organised into the following reserve funds for the account statements at year end March 2010.

2009/10		Income	Exp	Balance
<b>General Reserve Funds</b>	Transfer to Cemetery Reserve Fund		4,000	
	Transfer to Play Area Reserve Fund		20,000	
	Computer & Software		1,000	
	Transfer to Staffing Reserve		500	
	Transfer to Jubilee Hall Reserve		1,003	
	Transfer to Bus Shelter Reserve		4,000	
	Transfer to Teen Shelter Reserve		371	
	Transfer to Open Spaces Reserve		2,000	
	Transfer to Footpaths & Streetcare Reserve		1,000	
	Transfer to Allotment Reserve		1,000	
	Transfer to War Memorial Reserve		1,350	
<b>General Reserve Fund Total</b>		0	36,224	-13,253
Jubilee Hall Reserve fund		-1,558		-2,816
Youth Centre Reserve fund		-540		--1,974
Staffing Reserve Fund (inc. Retirement Gratuity)		-600		-1,807
War memorial Reserve Fund		-1,450		-2,000
Play area Reserve Fund		-21,850		-18,430
Election Expenses Reserve Fund		-100		-700
Computer / IT Reserve Fund		-1,200		-1,200
Bus Shelter Reserve Fund		-4,400		--339
Training Reserve Fund				0
Parish Plan Reserve Fund				-270
Teen Shelter Reserve Fund		-371		-0
Youth Centre Car Park Reserve Fund				-4,335
Cemetery Reserve Fund		-4,000		-2,430
Open Spaces Reserve Fund		-2,000		-4,000
Footpaths & Streetcare Reserve Fund		-1,000		-1,000
Allotments Reserve Fund		-1,000		-1,000
<b>All Reserve Funds Total</b>		<b>-40,069</b>	<b>36,224</b>	<b>-53,554</b>

#### 6.4.2. Parish Council Charges for 2010/11

The Finance Committee recommends to full council that the Parish Council Charges for year 2010/2011 be raised by 2.5% as in document Charges 100201 – 2010 – 2011 draft. This was accepted without discussion.

**Resolved:** The Parish Council Charges for year 2010/2011 be raised by 2.5%.

#### 6.4.3. Authorisation of Code of Conduct Issue 2 (19 Jan 2010)

The draft code of conduct had been circulated and the Finance Committee recommends that the Code be authorised.

**Resolved:** The Parish Council authorises the Code of Conduct Issue 2 (19 Jan 2010)

## 7. Representatives Reports.

### 7.1. Avon & Somerset Police.

Acting Sergeant Neil Whyman had telephoned the Clerk with some update.

The Community Policing team had been involved in trying to identify some younger people who had been throwing stones and generally being a nuisance to a householder in Greenhill Rd. No individuals had so far been identified. Ongoing.

The Police would like to be informed of the padlock security numbers when the chains are installed on the YC Car Park so that they can put the chains across if problems occur. This had been agreed.

The team had been called to two incidents of ASB at the YC car park recently and both appeared to be re-occurrences of last years problems.

### 7.2. South Gloucestershire Council

The Clerk had circulated the SG Council response to the New Oldbury Nuclear Power Station response. There was no comment.

Cllr Maggie Tyrrell

“Merlin” money – Cllr Tyrrell and Cllr Holloway were having great difficulty in actually finding ways of spending the fund. There were a number of ideas that people had suggested but they were having some difficulty in pinning down “capital” projects. There seemed to be conflict with maintenance work that was now proper to Merlin themselves.

***100215-10 To report progress on allocation of Merlin funds***

***Action to Cllrs Tyrrell & Holloway***

SG Council Budgets - Cllr Tyrrell reported that the SG budgets for 2010/2011 were looking reasonably healthy although there would be a series of “forward service reviews” where particular “back office” functions would be looked at. The Council was very keen to preserve its 4 star rating so would be very reluctant to impact on any “customer facing” activities.

Thornbury Leisure Centre – Cllr Tyrrell reported that she had no confidence that funds had been allocated in the next three year for any upgrade of the Leisure Centre in Thornbury. She was still vociferously addressing the issue but felt that there was some misleading information being circulated in SG Council to give the impression that funds were going to be available when in fact this was not the case.

Cllrs Hunt and Cutland were disappointed with the news and urged Cllr Tyrrell to continue her fight for funding as many local people used the Leisure Centre and it was now in a very poor state of repair.

Grit Bins - Cllr Bernard Willcox asked that SG Council consider installing additional "grit" bins around the parish as the recent spell of bad weather had proved a real lack of facilities. Cllr Maggie Tyrrell accepted that "side road" snow clearing had been a problem but wasn't sure about the effectiveness of local bins in "built up" areas. Cllr Brian Davis cited a local incident where he observed a neighbour using all the grit from one bin to clear his own drive and paths leaving none for the public footpaths or roads.

Development in Davids Lane - Cllr Terry Hunt asked if South Glos Council would take action to enforce the planning requirements on the site at the end of Davids Lane. Contractors had been parking on verges, materials had been off-loaded on to amenity land and some inconvenience had been encountered by vehicles and pedestrians using that stretch of road.

**100215-11 To request of the SG Planning department that they enforce planning requirements on the development at The Old Police House, Davids Lane.**

**Action to Cllr Maggie Tyrrell**

Litter Bins O/S Marlwood – Cllr Brian Lee asked for Cllr Maggie Tyrrell's support in persuading SG to install litter bins in the bus lay-by at Marlwood School. He explained that the location fell on the edge of three parish/town boundaries and responsibility would be denied by all. The area was a particular eyesore and it was probable that action from SG was the only solution. Cllr Maggie Tyrrell said she would do what she could.

Thornbury-Alveston Footpath – Cllr Brian Lee asked for an update on the proposed Footpath/Cycle path between Thornbury and Alveston as he was concerned that the roadside footway down Thornbury Hill was regularly quite difficult to negotiate. Cllr Maggie Tyrrell said that she thought that the remaining land issues with the new path were now resolved and she was hopeful that a plan would be put in place soon. She suggested that where problems occurred on Thornbury Hill they should each be reported separately to SG Streetcare. That is the quickest route in the first instance to getting things done. She will be happy to deal with escalations where necessary.

### 7.3. Other Representatives

.None

## 8. Community Forum

See item 3.

## 9. Allotments

Cllr Brian Davis gave an update report on the progress of the Allotments.

Land Lease – The draft lease had been received and Brian Davis and the Clerk had a meeting arranged with the solicitor to discuss the detail.

Cllr Terry Hunt asked to see a copy of the draft lease.

**100215-12 To send a copy of the draft lease for the allotment land to Cllr Terry Hunt.**

**Action to Clerk**

Progress with the plots. – The land had now been cleared of trees, bramble roots and tree stumps, the allotment access route had been created and a bridge constructed over the ditch. The plots were being marked out and the selection of plot holders will be completed at a meeting on 22 Feb. It is hoped that permission to begin cultivation can be given shortly after that event.

## 10. Correspondence

### 10.1. Correspondence for Information

Listed in Appendix A



10.2. Correspondence for Action

None

**11. Authorisation of Payments.**

## 11.1. Payments authorised.

Payments - Payments authorised at the Planning Committee 1<sup>st</sup> Feb 2010 are listed below

Payee	Details	Chq. no	£
M Webb	Cemetery & Play Area Spraying	1700	110.00
CRK Garden Manicures	Grounds Mtce Jan 2010	1701	991.70
ADD Plant	Digger Hire at Allotments	1702	293.75
Bank of Ireland	Stopped cheque charge	dd	7.50
	Total expenditure		1402.95

Payments - Payments authorised by Cllrs Veasey and Davis

Payee	Details	Chq. no	£
Alveston Jubilee Hall	Room Hire - December and January	1703	57.98
South Gloucestershire Council	Litter bin emptying Dec 09	1704	15.27
R Phillips	Salary and Expenses February 2010	1705	924.16
D Biddle	Cemetery Caretaking - Feb 2010	1706	103.43
B Painter	Playground Inspections -February 2010	1707	102.00
BT P.L.C.	Telephone bill to 9 Feb 2010	1708	69.74
ntl:Telewest	Broadband to 27 March 2010	1709	25.85
BWBSL	Cemetery Water Supply to 28/1/2010	1710	17.35
CFS	Photocopier Service Contract - Feb 2010	1711	19.42
	Total expenditure		1335.20

## 11.2. Income Received

Income noted at the Planning Committee 1<sup>st</sup> Feb 2010 is listed below

Payee	Details	Chq. no	£
Bank of Ireland	Interest to January 4th 2010	dc	-0.02
Co-operative Bank	Untaxed Interest to 5th Jan 2010	dc	-6.58
Dignity Funerals	Fee for additional inscription - plot 47 - Amos	inc 1615	-29.00
	Total expenditure		-35.60

Income Received

Payee	Details	Chq. no	£
Mrs Joan Hawkins via Alveston Allotments Association	Donation for Allotment Fence	inc 1616	-3217.00
	Total expenditure		-3217.00

**Resolved** – That all payments and income presented to the meeting were accepted.

## 12. Any Other Business

12.1. Difficulties with local Youths – This was reported and discussed in item 7.1

12.2. Government Consultation for New Nuclear Power Station at Oldbury – see item 7.2

12.3. John Dyer Award – nominations from the Parish Council.

Members were asked for their nominations to be sent to the Clerk. None had been received so far.

12.4. Digital Changeover

Cllr Bernard Willcox reported that the Over-50 Club had hosted a briefing from the Digital Changeover team and it was both informative and very well received.

12.5. Future Budget Determination

Cllr Brian Davis expressed some concern that the Council was receiving advance warning of a number of additional requests for funds. He felt that the setting of the budget 2011/12 should be given a great deal of consideration and we should look carefully at these and possibly other additional costs and ensure our budget setting properly reflects them. He was concerned that even in 2010/11 we would be unable to meet the requirements without significant call on our reserves.

Cllr Terry Hunt supported the concern and felt that we should have a very clear set of costs in our budget setting and the Precept should always reflect those costs. However there may be funding requests out of the ordinary and the Council has a duty to consider these requests and ensure our own funding arrangements are secure.

Cllr John Cutland suggested that the Council had in the past and would in the future always ensure we maintain our reserves to enable these occasional calls for funding.

Cllr Bernard Willcox offered that this discussion could reflect the precept v grants discussion. The Council should always be considered as a possible source for community funds but the various organisations should also strongly consider seeking grants from other sources thereby not impacting the precept.

12.6. Parking near Rudgeway Park junction with A38

Cllr Mike Webb had received several complaints from local people in Rudgeway Park about the daily parking by people working at the new Bed Company on the corner of Rudgeway Park. Exiting and driving in to Rudgeway Park can be difficult where more than one vehicle is involved. The Clerk was asked to pass the report on to the local community Police team.

***100215-13 To report the problem of parking in the entrance to Rudgeway Park to the local police.*** ***Action to Clerk***

The meeting closed at 9.00 pm.

## Appendix A

Date (Rcvd)	Type	From	Subject	Action	Action Date	Agenda item
18-Jan-10	L	Nuclear Directorate	Oldbury - Quarterly Report Oct - Dec 2009	File cc. Distribution	18-Jan-10	N
20-Jan-10	L	The Co-operative Bank	Statement	Clerk Action	19-Jul-00	Y
20-Jan-10	L	SG Planning	Application - South View Farm. Church Rd	Clerk Action	25-Jan-10	Y
25-Jan-10	L	Bank of Ireland	Statement	Clerk Action	25-Jan-10	Y
25-Jan-10	L	Alzheimer's Society (SG)	Application for Financial Assistance 2010/11	Clerk Action	25-Jan-10	Y
25-Jan-10	L	SG Planning	Government consultation on Draft National Policy Statement for New Nuclear Power Station at Oldbury on Severn	Clerk Action	25-Jan-10	Y
27-Jan-10	E	Huw Rogers	Anti-social behaviour in Greenhill	Clerk Action	26-Jan-10	Y
27-Jan-10	E	Brian Lee	Insurance query re. Alveston Show	Clerk Action	26-Jan-10	N
27-Jan-10	L	ROSPA	Brochure	File cc. Distribution	29-Jan-10	N
27-Jan-10	L	Clerks & Councils Direct	Newsletter	File cc. Distribution	29-Jan-10	N
28-Jan-10	L	CVS South Glos	Spring Programme 2010	File cc. Distribution	29-Jan-10	N
28-Jan-10	L	ALCA	notice of Special meeting	Clerk Action	01-Feb-10	Y
29-Jan-10	L	SG Planning	Application - 84 Gloucester Rd. Rudgeway	Clerk Action	29-Jan-10	Y
29-Jan-10	L	Notts Sport Cricket	Brochures	File cc. Distribution	29-Jan-10	N
29-Jan-10	L	Police - neighbourhood team	Newsletter & SSCG meeting notice (March 4th	File cc. Distribution	29-Jan-10	N
29-Jan-10	L	CRK Garden Manicures	Invoice - £991.70	Clerk Action	29-Jan-10	Y
29-Jan-10	L	SG Corporate Resources Dept.	Parish Precept - 2010/11 Acknowledgement	Clerk Action	29-Jan-10	Y
29-Jan-10	L	SG Council	SG Newsletter	File cc. Distribution	29-Jan-10	N
01-Feb-10	L	Mr R Kesler	Correspondence re. "Sizzles" License renewal	Clerk Action	01-Feb-10	N
01-Feb-10	L	Dignity Funerals	Application to add inscription - Amos plot 47	Clerk Action	01-Feb-10	N
01-Feb-10	L	ADD Plant	Invoice - £293.75	Clerk Action	01-Feb-10	Y

Date (Rcvd)	Type	From	Subject	Action	Action Date	Agenda item
02-Feb-10	L	SG Senior Citizens Forum	Newsletter - Winter 2009/2010	File cc. Distribution	02-Feb-10	N
03-Feb-10	L	Wessex Water	Invoice for £17.35	Clerk Action	03-Feb-10	Y
04-Feb-10	L	CFS	Invoice for £19.42	Clerk Action	04-Feb-10	Y
04-Feb-10	L	SG Legal & Democratic Services	Code of Conduct Web site	File cc. Distribution	04-Feb-10	N
04-Feb-10	L	Oldbury SSG	Minutes	File cc. Distribution	04-Feb-10	N
04-Feb-10	L	ALCA	Newsletter	File cc. Distribution	04-Feb-10	N
04-Feb-10	L	NALC	Emp Brief - Local Government Pay	File cc. Distribution	04-Feb-10	N
04-Feb-10	L	NALC	Legal Brief - Burial Fees	File cc. Distribution	04-Feb-10	N
05-Feb-10	L	ntl:telewest	Invoice for £25.85	Clerk Action	05-Feb-10	Y
05-Feb-10	L	Marshalls	Brochure	File cc. Distribution	05-Feb-10	N
05-Feb-10	L	NSPCC	Request for help	File cc. Distribution	05-Feb-10	N
05-Feb-10	L	Jubilee Hall Mgmt Comm	Invoice for £57.98	Clerk Action	05-Feb-10	Y
08-Feb-10	E	Glos & S Glos SLCC	Branch Newsletter	File cc. Distribution	08-Feb-10	N
08-Feb-10	L	SG Planning	Application - Wychwood, Church Rd. Rudgeway	Clerk Action	08-Feb-10	Y
08-Feb-10	L	SG Planning	Enforcement Report - Wychwood	Clerk Action	08-Feb-10	Y
08-Feb-10	L	SG Planning	Application - Olive Barn Hazel Lane	Clerk Action	08-Feb-10	Y
10-Feb-10	L	SG	Invoice for £15.27	Clerk Action	10-Feb-10	Y
10-Feb-10	L	SG Planning	Withdrawn application - 8 Thornbury Rd	Clerk Action	10-Feb-10	Y