

**Minutes of the Parish Council Meeting
Held on 20th September 2010 at 7.30 p.m. in The Jubilee Hall.**

Present: - Cllrs John Cutland (Chairman), Terry Hunt, Bernard Willcox, Peter Taylor, Brian Lee, Allison Peters, Hannah Richmond, Phillip Squires, Kitty Davies, Maggie Tyrrell (SGC).

Bob Phillips (Clerk)

1. Apologies for Absence

Cllrs. Brian Davis, Mike Webb, Shirley Holloway.

2. Evacuation Procedure

The evacuation procedure was noted

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes and matters arising from previous meetings

Parish Council meeting of Monday 16th August 2010

Resolved: The minutes of the Parish Council meeting of Monday 16th August 2010 were accepted and signed by the chairman.

5.1. Matters Arising

None

5.2. Outstanding Actions

- 5.2.1. ***(21/9/09) Clerk to obtain costs for replacement litter bin. Action to Clerk***
F100510-1 The Clerk to prepare Litter/Dog Bin Survey Packs. Action to Clerk
 Ongoing 20/9/10

- 5.2.2. ***(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***
 The Clerk has emailed Owen Jenkins, the South Glos Highways Maintenance Manager requesting that his department investigates the concern for pedestrian safety in the Old Gloucester Rd.
 Action Closed. 20/9/10

- 5.2.3. ***(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***
 Ongoing 20/9/10

- 5.2.4. ***100215-10 To report progress on allocation of Merlin funds Action to Cllrs Tyrrell & Holloway***
 Cllr Maggie Tyrrell reported that it is expected that all the "Merlin" funds available to Alveston Parish will be used to support the provision of a pedestrian road crossing at the Cross Hands. The work is in the first stage of planning and is expected to take some time and have several opportunities for public and Parish Council consultation.

Any further update of the allocation of “Merlin” funds will be included in future South Glos Council representative reports.
Action Closed. 20/9/10

- 5.2.5. **100315-02 To write to the SG Highways Department giving the Parish Council’s support to a weight restriction on the B4427/B4059 between the A38 at Rudgeway and the B4058 at Iron Acton.** **Action to Clerk**

The Clerk has written to South Glos Council Transportation Services to request a weight restriction is applied to traffic on the B4427/B4059.
Action Closed 20/9/10

- 5.2.6. **100621-1 To check the Parish records for information about previous projects to develop the Jubilee Hall.** **Action to Clerk**

Both Cllr Brian Lee and the Clerk have searched their respective records for projects previously considered for the Jubilee Hall and identified plans developed in 1968/71 which provided a new hall, alterations to provide new changing rooms and conversion of the existing hall into committee rooms. No definitive reason has been established why those plans were not carried through but it is thought that a smaller extension was decided and the Youth Centre built.
The Jubilee Hall Committee has been asked to confirm this information to the Pre-school Play Group.
Action Closed 20/9/10

- 5.2.7. **100719-1 To draft a response to SG Core Strategy and circulate to members for comment.** **Action to Clerk**

Ongoing 20/9/10

- 5.2.8. **100816-1 To forward to Shirley Holloway the Planning Consultation response re. Cedarstones, Stroud Common.** **Action to Clerk**

Completed. Action Closed

6. Recommendations from Committees

- 6.1. **Planning** (meeting held 16th Aug) - Cllr Brian Lee reported on the meeting as in the minutes.

There had been considerable email discussion about a recent application at Cedarstones, Stroud Common. Cllr Brian Lee explained that there was considerable disquiet following other recent successful applications and that the Council were having difficulty in interacting with the planners. They appeared to take no notice of our views. This concern was supported by other members of the Parish Council Planning Committee.

Cllr Maggie Tyrrell explained that in her experience the planners did take notice of those consulted but in many cases they followed existing planning policy and were always wary of the potential for additional costs of an appeal if they made a recommendation that in some way contradicted policy. An example of this was if they considered a site to be “overdeveloped” when the likelihood would be that it would be overturned at appeal as not aligning with current policy where density was much greater than most people expected. Cllr Maggie Tyrrell’s advice was to attend the site meetings fully prepared and be clear about your views and forceful in making them known.

The site meeting was expected to be 1st Oct.

- 6.2. **Playing Fields & Open Spaces** – (no meeting)

- 6.3. **Footpaths & Allotments** – (meeting 6th August) – Cllr Peter Taylor reported on the meeting where there had been a great deal of public participation as has been accurately reported in the committee minutes.

In summarising the somewhat difficult meeting, Cllr Peter Taylor stated that some of the allotment neighbours had felt the project to have been badly communicated with little or no opportunity to consult with the Council and make their views known. The meeting had agreed that to date consultation with neighbours had been limited but it had been pointed out that until the Council had a lease in place, we had been reluctant to agree rules, etc without authority over the land. All those at the meeting had been reminded that all meetings of the Council are open to the public and

notices of the meetings are posted. It had been agreed that the Allotments Association would share the current draft rules with the neighbours and only when a lease had been confirmed would the Council specifically contact them again.

Bus Shelters. As a continuation of the refurbishment programme started last year, the committee were recommending that Bus Shelter No. 3 opposite The Masons Arms was refurbished by CY Street Furniture at a cost of £568.00.

Resolved: To contract CY Street Furniture to refurbish Bus Shelter No. 3 at a cost of £568.00.

6.4. **Finance and General Purposes** - (meeting held 6th August 2010) – Cllr Terry Hunt reported on the meeting as in the minutes.

6.4.1. Bank Mandate

Resolved: That the Bank of Ireland carries out the instructions as in the revised mandate dated 20th Sept 2010 containing the signatures and details of each council member as presented at the meeting.

6.4.2. Internal Audit Plan

Following the internal audit, the auditor had recommended a number of actions be taken.

1. Finance System - The auditor recommends a rapid change to a proprietary Parish Council Finance package. The Clerk is to further his previous investigation by visiting councils using the two packages he had previously short-listed.

2. Tendering Process – The committee recommends raising the lower limit for applying the Tendering Process to contracts over £10,000. The Financial Regulations to be modified accordingly.

Resolved: To raise the lower limit to apply the tendering process to any contracts valued over £10,000.

3. Goods and services costing over £1,000 but under the tendering limit.

Resolved: To recommend that for orders for work, goods or services above £1,000 and below the Tendering limit, three written quotations should be obtained. The Financial Regulations to be modified accordingly.

4. Risk Assessment - The auditor identified that a full programme of Risk Assessment had not yet been completed. The criteria for undertaking Risk Assessment should be agreed at the next meeting of the Council, prior to them being undertaken. The Process should then be scheduled to take place annually.

It was proposed to form a small sub-committee to ensure a Risk Assessment process is put in place.

Resolved: To form a sub-committee to complete the Risk Assessment Process. Committee members to be the Clerk, Cllr John Cutland, Cllr Phil Squires.

5. Debt Recovery – The Council should state a debt recovery process in the Financial Regulations. An action was with the Clerk to add a process to the Financial Regulations.

6.4.3. Phone Box opposite The Ship - Following the revised offer, the committee recommends declining the offer from BT to adopt the telephone box opposite The Ship.

Resolved: to decline the offer from BT to adopt the phone box opposite the Ship.

6.4.4. Grant Aid Policy

Minor changes were in hand with the Grant Policy to expand the criteria for application.

7. Representatives Reports.

7.1. Avon & Somerset Police

No report received.

The meeting expressed disappointment that again we had not been furnished with a report nor had an attendance from the community Police team.

Cllr Maggie Tyrrell expressed concern about the level and quality of community policing in recent years.

100920-1 To gain a commitment from the Community Police team to either resume attending the Parish Council meetings or at the very least provide a report. Action to Clerk

7.2. South Gloucestershire Council

Cllr. Maggie Tyrrell explained to the meeting that the financial pressures on SG Council were now becoming increasingly apparent. Although the Government had yet to announce the specific reductions in budgets, it was understood that cuts of at least 20% in most areas are to be expected. This will not be just a “trimming exercise but involve dramatic changes to the way the District Council carries out its business.

There have already been a number of “service reviews” where redundant posts have been identified and it is expected that some “back-office” functions may well be shared with other authorities.

It may well mean that some services or part-services will be better managed at a more local level, possibly Parish or Town Councils.

Cllr Brian Lee asked if the Parish Council could be provided with detail about what is happening with the proposed new footpath/cycleway between Thornbury and Alveston.

100920-2 To establish the plans and current status of the new cycle/footpath between Thornbury and Alveston Action to Cllrs Maggie Tyrrell/Shirley Holloway

Cllr Brian Lee asked if Cllr Maggie Tyrrell could establish what is happening with the “no right turn” sign in Greenhill Rd opposite the Methodist Church which has been missing for some time.

100920-3 To establish what is happening with the “no right turn” sign in Greenhill Rd opposite the Methodist Church which has been missing for some time. Action to Cllrs Maggie Tyrrell/Shirley Holloway

7.3. Youth Centre

Cllr Peter Taylor reported that the YC Management Committee is pushing forward with the roof repairs.

7.4. Jubilee Hall

Cllr Peter Taylor reported that the JH Management Committee have decided to begin a programme of very expensive refurbishments including a change of boiler and heating system overhaul. Other work will be planned in the coming months.

7.5. Safer Stronger Community Group (SSCG)

Cllr Brian Lee reported on the August meeting as follows:

- 1) Existing Issues:
 - a. Latteridge Road heavy vehicles: ongoing.
 - b. Burger van at Rudgeyway: The Police have still not received any complaints. The residents must flag up all incidents if we're to get any further restrictions.
 - c. Parking at Greenhill Parade: South Glos have confirmed the only viable approach is to ask shop workers to park further away. (Has this been done?)

- d. Security at Youth Centre car park: situation unchanged (Hardware procured, no-one volunteering to lock / unlock); mercifully, no significant problems this year (yet).
 - e. Waterlogged A38 crossing by the Church: South Glos were waiting for rain to see the problem. With the current weather, we have a result!!
 - f. Speeding in Castle Street, Thornbury: Police have taken action with some prosecutions.
- 2) New Priorities
- a. Mundy playing fields: it's been a bad summer for anti-social behaviour; police called out most days, broken glass etc. The plan to have a gated access remains unlikely, as it would affect a public right of way.
 - b. Anti-social behaviour in Streamleaze / Tesco tunnel
 - c. (Alleged) drug dealing in West View & the cemetery, Alveston.
- 3) Other New Issues
- a. Uneven pavement in St Mary St & 'jerky' exit to library car park: will be investigated by South Glos
 - b. Consider limiting selling of fireworks
 - c. The possibility of switching off street lights in a specific area of Thornbury is being considered (for after 00:30 am). This would save £10k in the first year.
 - d. Anti-social behaviour in Pullens Green; need CCTV?
 - e. Falfield village hall needs about £35k funding to repair, and is seeking SSCG funds (max £2k)
 - f. Tytherington village shop has had a break in; funding for panic button or similar is sought.

8. Community Forum

Cllr Phil Squires reported on current projects.

Village of the Year – Following Alveston's success as winners of the large village category in this year's CPRE Village of the Year Competition, a coffee morning with a presentation of the Willis Cup, framed certificate, plaque and a cheque will take place at the Alveston House Hotel on Saturday October 2nd at 10.30 am. The Clerk and all Parish Councillors are invited to attend the event.

The Community Show – The show was a huge success with over 600 attendees and congratulatory messages from many quarters. There are obviously things to learn for future events and a review is planned to be held soon before the planning starts for next year's event.

Greenhill Parade Project – Plans are in place to plant bulbs, trees and shrubs over the coming few months and the Forum is delighted to have been offered a commemorative bench from Mr John Head which should also be installed soon. The hand rails are in the process of being installed.

9. Allotments

In the absence of Cllr Brian Davis, the Clerk reported that no further progress had been made with the lease. Contact has been re-established with Mr Les Groves over a possible alternative access and a route for the water pipe. Further discussion is required. The meeting held on 6th September is reported under item 6.3.

10. Playbuilder Project

Cllr Alison Peters reported that she was still in contact with Tina Rainey at South Glos who remained optimistic that funds will still be available but the decision is not expected until after the Government budget announcements in October.

11. Correspondence

11.1. Correspondence for Information

Listed in Appendix A

11.2. Correspondence for Action

11.2.1. SGC - Estimated election costs May 2011

The Council have received notification from SGC that the local elections for Parish Councils will be on 5th May 2011. We are advised that if a Parish Council election is contested (i.e. more than 11 nominations received) the estimated cost of that election is **£4,562.00**.

If the election is not contested, the fee will be £175.00.

At the end of 2010/11 finance year, we will be holding £1,200 in the Election reserve fund against the current estimated requirement of £1,500.

For Budget 2011/12 we will need to consider:

1. Allocating £3,362 into the election reserve fund to pay the potential costs of the 2011 election.
2. Ensuring that adequate provision is made for the costs of future elections every 4 years. (e.g. 2015 assume £5,000.00 therefore £1.250 per year set aside.)

Resolved: To consider the revised Election Cost estimate at the budget setting meetings of the F&GP committee.

11.2.2. ALCA – AGM October 14th

The details of this meeting and the potential for the demise of ALCA and the reasons for it were discussed. The general feeling of the meeting was that the Council should consider the value of the support it has received from ALCA and if it ceased to exist, whether alternative and possibly cheaper support could be found. Alveston Parish Council has paid its subscription until April 2011 so a decision about ALCA membership, if it continues to exist, can be deferred until its future is known.

It was determined that no councillor would attend the ALCA AGM.

100920-4 To apologise for non-attendance at both the ALCA AGM and the ALCA SG Area Forum. **Action to Clerk**

11.2.3. ALCA SG Area Group - Area Group meeting on October 14th

See previous item.

11.2.4. St Helens School Governors

The Council has received a letter from the Clerk to the Governors of St Helens School asking if the Parish Council would nominate a Community Governor as a replacement for Mr Les Forrest following completion of two 4 year terms.

The Chair of the Governors, Mrs Doreen Gale, also requested that the nominee for Community Governor should not be a parent of a child currently at the school. It was felt that this could result in a potential conflict of interest and would upset the stakeholder balance of the governors. The Parish Council should approve a nomination and it did not have to be a member of the council.

Some disappointment was expressed by members that the board of Governors could be missing some highly qualified people if the "no parent" guidance was followed. The Clerk was asked to seek further guidance on this matter from the South Glos authorities.

Although some suggestions were made of people who may be approached, there was no resolution and it was agreed to include the requirement in the next Helmet article.

100920-5 To seek further guidance on the qualifications for a community governor at St Helen's School and include an invitation for a volunteer in the next Helmet article.

Action to Clerk

11.2.5. NHS South Gloucestershire - Pharmaceutical Needs Assessment

NHS South Gloucestershire's are holding a public consultation on its draft Pharmaceutical Needs Assessment (PNA). The public consultation will run from 9 September to 2 December 2010. The PNA looks at health needs in South Gloucestershire, the level and accessibility of pharmacy services in the area and how these will be maintained and developed in the future.

The Council agreed that this was a useful exercise to be involved in but needed to ensure that any response given did not undermine the work or requirements of the Pharmacy in Alveston. This local pharmacy had been a tremendous asset to the Parish and if out of hours service involvement were demanded, it may affect its viability as a business concern.

It was agreed that Cllrs Alison Peters, Kitty Davies and Hannah Richmond would complete the PNA on behalf of the Council.

100920-6 To complete the Pharmaceutical Needs Assessment on behalf of the Council.

Action to Cllrs Alison Peters, Kitty Davies and Hannah Richmond

11.2.6. SG Parish Charter Review Group - Review Meeting 7th October

Following distribution of information about this group, the Council felt that it was yet another "quango-like" structure that cut across the traditional work of Town and Parish Councils and would not be supported. The Clerk to send an apology.

12. Authorisation of Payments.

12.1. Payments authorised.

Payments - Payments authorised at Finance & GP meeting 6th Sept 2010 are listed below

Payee	Details	Chq. no	£
South Gloucestershire	Cemetery Rates (6 of 8) September	dd	57.00
CFS	Photocopy Services	1774	22.38
South Gloucestershire	Dog waste bin emptying	1775	119.15
CRK Garden Manicures	Grounds maintenance & Bus Shelter vegetation	1776	1,012.66
	Total expenditure		1,211.19

Payments - Payments were authorised by Cllrs John Cutland and Brian Lee

Payee	Details	Chq. no	£
D Biddle	Salary Cemetery Caretaking Sep/10	1777	82.83
B Painter	Salary Playground insp & Bus shelter clean Sep/10	1778	218.20
R. Phillips	Salary, expenses, purchases Sep/10	1779	887.87
York Fencing	Repair to gate post - Jubilee field	1780	82.00
Virgin Media Business	Broadband to Oct 2010	1781	25.85
RBL Poppy Appeal	Donation & Wreath	1782	75.00
	Total expenditure		1371.75

12.2. Income Received

Income received at Finance & GP meeting 6th Sept 2010 are listed below

Payee	Details	Chq. no	£
Bank of Ireland	Interest to August 5th 2010	dc	-0.03
The Co-operative Bank	Interest to Aug 5th 2010	dc	-6.79
L & J Gulwell	Interment fee - W Crawford Plot 53	inc 1749	-68.00
Alveston Twinning Ass.	Hire of Lime Kiln Field	inc 1765	-15.00
	Total income		-89.82

Income received

Payee	Details	Chq. no	£
Len Clark declined payment. Cheque returned	Gift of Thanks (21-June-10) - cheque cancelled	1755	-50.00
J Head	Deed of Grant - Remains Plot 59	inc 1766	-35.00
	Total income		-85.00

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

13. Any Other Business

13.1. Showman's Yard at Earthcott

Cllr Peter Taylor explained that the yard had recently changed hands and another dwelling had arrived. Local residents were concerned that the occupiers were now breaking the terms and conditions of their occupancy.

100920-7 To raise a planning enforcement complaint with SG about the additional dwelling and other works at the "Showman's Site" in Earthcott. **Action to Clerk**

13.2. CVS 'Risk Assessment course – Cllr Allison Peters wished to attend at a cost £50.00.

Resolved: That Cllr Allison Peters should attend the CVS 'Risk Assessment course at a cost to the Council of £50.00.

13.3. Dog Fouling

Cllr Kitty Davies reported that recently there has been an increase in the amount and frequency of dog fouling particularly in Wolfridge Ride. She was advised that each incident should be reported to the SG Dog Warden. It was agreed that this could be a useful item for inclusion in the Helmet update this month.

100920-8 To include an item on responsible dog ownership in next month's Helmet article. **Action to Clerk**

The meeting closed at 9.40 pm.

Appendix A

Date (Rcvd)	Type	From	Subject	Action	Action Date	Agenda item
13-Jul-10	E	SG Licensing Dept.	Application to renew Sizzles Street Trading Licence	Clerk Action	14-Jul-10	Y
14-Jul-10	E	Shirley Holloway	Apologies for meeting 19/7 and responses to her outstanding actions.	Clerk Action	14-Jul-10	Y
14-Jul-10	L	SG Planning	Permit - Firtrees 6 Gloucester Rd.	Clerk Action	14-Jul-10	Y
14-Jul-10	L	SG Planning	Application withdrawn - 7 The Down	Clerk Action	14-Jul-10	Y
14-Jul-10	L	SG DAG	Newsletter Summer 2010	Dist'n & File	14-Jul-10	N
14-Jul-10	L	L Gulwell	Application for deed of Grant - Carter	Clerk Action	14-Jul-10	N
14-Jul-10	L	L Gulwell	Application for deed of Grant - Houghton	Clerk Action	14-Jul-10	N
14-Jul-10	E	SG NHS Trust	Frenchay Project News	Dist'n & File	14-Jul-10	N
19-Jul-10	L	Magnox North	Powerlines - Issue 12	Dist'n & File	19-Jul-10	N
19-Jul-10	L	SG Planning	Application - 73 Glos Rd. Rudgeway	Clerk Action	19-Jul-10	Y
19-Jul-10	L	SG Planning	Refusal - Oak House, Davids Lane	Clerk Action	19-Jul-10	Y
19-Jul-10	L	SG Planning	notice of planning Development Control (West) committee for Oak Hse. Davids Lane - 22/7/2010 @ 2.00pm.	Clerk Action	19-Jul-10	Y
19-Jul-10	L	SG	Invitation to Working Together Matters Event, Wed 29th Sept	Clerk Action	19-Jul-10	Y
20-Jul-10	L	RBL Poppy Appeal	Wreath order form	Clerk Action	20-Jul-10	Y
21-Jul-10	L	Co-operative Bank	Statement 16 July	Clerk Action	21-Jul-10	Y
21-Jul-10	L	SG Planning Enforcement	Minerva - investigation closed	Clerk Action	21-Jul-10	Y

ALVESTON PARISH COUNCIL

Full Council

Date (Rcvd)	Type	From	Subject	Action	Action Date	Agenda item
21-Jul-10	L	SG	Rural & Parish Matters issue 10	Dist'n & File	21-Jul-10	N
23-Jul-10	L	Highways Agency	Delay to J19/20 Managed Motorway Scheme	Dist'n & File	02-Aug-10	N
24-Jul-10	L	SG Planning	Permit - The Old Post Office, Glos Rd, RudgeWAY	Clerk Action	26-Jul-10	Y
24-Jul-10	L	Mazars	Reminder - Audit annual return	Clerk Action	26-Jul-10	N
26-Jul-10	L	Magnox North	Report & various	Dist'n & File	26-Jul-10	N
26-Jul-10	E	SG Trading Standards	Rogue traders Warning	Dist'n & File	26-Jul-10	N
28-Jul-10	E	SG Link	E-Bulletin Summer 2010	Dist'n & File	28-Jul-10	N
28-Jul-10	E	Parish Charter Working Group	Minutes of meeting 13th July	Dist'n & File	28-Jul-10	N
28-Jul-10	L	SMP Playgrounds	Parish & Community News	Dist'n & File	28-Jul-10	N
28-Jul-10	L	SG Senior Citizens Forum	Newsletter Summer 2010	Dist'n & File	28-Jul-10	N
29-Jul-10	L	SG Planning	Application - Woodleigh, Thornbury Rd.	Clerk Action	29-Jul-10	Y
29-Jul-10	L	SG Planning	Permit - Oak Hse, Davids Lane	Clerk Action	29-Jul-10	Y
30-Jul-10	L	SG Planning	Permit - Oak Hse, Davids Lane	Clerk Action	02-Aug-10	Y
30-Jul-10	L	CRK Garden Manicures	Invoice - £942.16	Clerk Action	02-Aug-10	Y
31-Jul-10	L	SG Planning	Application - 11 Bannetts Tree Cresc.	Clerk Action	02-Aug-10	Y
31-Jul-10	L	Virgin Media	Enquiry re. Types of Street Lamps	Clerk Action	02-Aug-10	N
03-Aug-10	L	SG Planning	Application - Cedarstone, Rosewood Ave, Alveston	Clerk Action	03-Aug-10	Y
04-Aug-10	L	SG Planning	Application - 7 Courville Close, Alveston	Clerk Action	04-Aug-10	Y
04-Aug-10	L	CPRE	Fieldwork Aug 2010	Dist'n & File	04-Aug-10	N

Date (Rcvd)	Type	From	Subject	Action	Action Date	Agenda item
05-Aug-10	E	BRERC	Wildlife Summer 2010	Dist'n & File	09-Aug-10	N
06-Aug-10	L	I Martin, S Patton	Concerns re. Alveston Allotments	Clerk Action	09-Aug-10	Y
06-Aug-10	L	NJC	Revised Car Allowances	Clerk Action	09-Aug-10	Y
06-Aug-10	L	NJC	Working Arrangements Christmas/New Year	Dist'n & File	09-Aug-10	N
06-Aug-10	L	NALC	Employment Briefing E04-10, E05-10	Dist'n & File	09-Aug-10	N
06-Aug-10	L	NALC	Legal Briefing L06-10	Dist'n & File	09-Aug-10	N
06-Aug-10	L	ALCA	Minutes	Dist'n & File	09-Aug-10	N
06-Aug-10	L	ALCA	Invitation to AGM	Dist'n & File	09-Aug-10	N
06-Aug-10	L	ALCA	Newsletter Aug 2010	Dist'n & File	09-Aug-10	N
06-Aug-10	L	SG Planning	Application - Lawnes Farm, Forty Acre Lane	Clerk Action	09-Aug-10	Y
06-Aug-10	L	SG Democratic Services	Acknowledgement of Register of interests	Clerk Action	09-Aug-10	N
06-Aug-10	L	Virgin Media	Invoice £25.85	Clerk Action	09-Aug-10	Y
07-Aug-10	L	Bristol Water	Invoice £17.50	Clerk Action	09-Aug-10	Y
07-Aug-10	L	CPRE	Countryside Voice	Dist'n & File	09-Aug-10	N
10-Aug-10	E	CFS	Invoice £24.48	Clerk Action	10-Aug-10	Y