

**Buildings Group – Sub-Committee meeting Action Log at 1<sup>st</sup> October 2015**

<b>Item</b>	<b>Action</b>	<b>Status</b>
<b>Meeting 27<sup>th</sup> November</b>		
Item 7 – A frame investigation	RBa	Open
<b>Meeting 22<sup>nd</sup> January 2015</b>		
Item 3 – additional secondary glazing quotations	PA	Open – PA to confirm these and electrical submissions
<b>Meeting 23<sup>rd</sup> April 2015</b>		
Item 9 para 2 - Cupboard locks and general	RBe/MF	Action open
<b>Meeting 30<sup>th</sup> July</b>		
Item 7 para 2 – rugby club booking	RBa	Requirements could not be accommodated action closed
Item 9 para 1 – salvage items	RBa	
<b>Meeting 1<sup>st</sup> October</b>		
Item 1 para 4 – completion of town hall promotional material	JH/RBa	
Budget draft	RBe/RBa	
Improved storage for cleaning materials	RBa	