

## Buildings Group – Sub-Committee meeting Action Log at 29th October 2015

Item	Action	Status
<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 closed – see minutes 29 <sup>th</sup> October
<b>Meeting 30<sup>th</sup> July</b>		
Item 9 para 1 – salvage items	RBa	Now actioned
<b>Meeting 1<sup>st</sup> October</b>		
Item 1 para 4 – completion of town hall promotional material	JH/RBa	See meeting 29 <sup>th</sup> October
Budget draft	RBe/RBa	Actioned
Improved storage for cleaning materials	RBa	Actioned
<b>Meeting 29<sup>th</sup> October</b>		
Section 3 para 1 – lighting comments to ETHIC	RBe	
Section 4 para 1 – promotional literature	JH/RBa	
Section 6 para 3 – section 106 funding	CB	
Section 9 para 1 – keys to cupboards	JH	