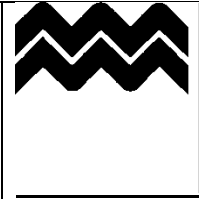


	<u>Item 3</u>
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COMMUNITIES AND PARTNERSHIP COMMITTEE

Minutes - Action Log



Cambridgeshire
County Council

This is the updated minutes action log as at 11th December 2017 and captures the actions arising from the most recent Communities and Partnership Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

ACTIONS FROM MINUTES OF THE 24 th AUGUST COMMITTEE	
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Minute No.	Report Title	Action to be taken by	Action	Comments	status
17.	Update on the Innovate and Cultivate Fund	Lianne Parrett/ Elaine Matthews	<p>a) To prepare and send to Committee members a confidential e-mail detailing the unsuccessful bids.</p> <p>b) Six monthly updates on the successful applications to be provided to Committee.</p>	<p>a) The first panel met on 4th December. The report is included on the current agenda. The officers will shortly be providing in a confidential e-mail to the Committee the list of unsuccessful applications and the reasons they did not meet the Innovate and Cultivate criteria.</p> <p>b) These will come forward to the July 2018 meeting</p>	<p>ACTION ONGOING</p> <p>ACTION ONGOING</p>

ACTIONS FROM THE MINUTES OF THE 26th OCTOBER COMMITTEE MEETING

Minute No.	Report Title	Action to be taken by	Action	Comments	status
24.	LOCAL COUNCIL DEVELOPMENT PLAN 2017-2022				
	a) New website to improve access to information, resources and a joint calendar of events	K Bennett ACRE	Members highlighted that the new website (http://www.cambsparishes.wordpress.com)	On checking as requested the Wordpress website functioning the advertising was due to it being a new and only just introduced website and those making use of it had also been able to utilise the free website advertising option provided. This has now been changed to a paid service, which costs £39.00 annually and so Kirsten wished to assure councillors that no more adverts will be displayed on the Parish Council website.	ACTION COMPLETED
	b) Model job descriptions and payscales for parish clerks	K Bennett ACRE	The need to develop model job descriptions and payscales for parish clerks as there was currently no definition for either and that parish clerks were undertaking more duties than they were supposed to. The response at the meeting indicated that a model Job description was being looked at as part of	Model job descriptions and pay scales is being taken forward as a key part of the Development Plan. Cambridgeshire Action with Communities in Rural England (CACRE) and the Society of Local Council Clerks (SLCC) Cambridgeshire Branch had a very positive meeting with SLCC on 1st November and SLCC has provided some very good information that can be used locally. There are also some good	

			<p>the support work being undertaken and as there was a meeting of the Society for Local Council Clerks the following week, the issue of pay scales would be taken up with them.</p>	<p>practice examples from other Counties regarding employment practices and SLCC can provide these so that consideration can be given to using in Cambridgeshire.</p> <p>A session on the Development Plan and how Councillors can support its actions was delivered at the 'Councillors as Community Connectors Programme' session on the 7 November.</p>	ACTION ONGOING
	c) Progress against Action Plan	K Bennett ACRE	To receive a report back in a year's time setting out progress against the Action Plan.	This has been added to the November 2018 meeting on the Committee agenda plan and will require a written report.	ACTION ONGOING

Update: 11th December 2017