

### Agreed Actions Arising from Council Meetings

Council Meeting	Ref	Topic	Action by	Status	Comments
16/05/19	289	Policies & Procedures - Council agreed to set up a working group to identify the necessary revisions and make recommendations to the June meeting	Working Party & Clerk	On-going	S/O still in progress and RD/RW will meet to continue the work. All other P&Ps have been revised and approved. See 312 also.
12/09/19	330	Council to complain to SMBC about apparent failure to follow due process in respect of planning applications. AB agreed to draft a letter	AB & Clerk	Awaiting reply	Letter sent to Head of Development Management 30/09/19 SMBC acknowledged receipt and advised that Kim Allen the Group Manager of Development Management, would respond. Clerk has received correspondence from the Enforcement Manager (David Wigfield) in response to another letter, but from not Group Manager of Development Management.
12/09/19	331	May 2019 Election costs - Council agreed to authorise the Clerk to make this payment on receipt of the official invoice	Clerk	Pending	Awaiting formal invoice. Clerk emailed Deborah Merry to expedite the matter.
12/09/19	334	It was reported that the War memorial appears to be leaking but requires closer inspection. Cllrs Drake & Lloyd agreed to carry this out	AB/RD/RL	Pending	Action agreed on 17/10/19 to inspect with the help of a resident (Bob Marriott). RD/RL to action
12/09/19	339	Berkswell telephone box - Cllr Edwards agreed to look into this in the new year.	DE	On hold	
12/09/19	340	Unauthorised encampments - Council agreed that a small working party would be set up to look at options for The Spinney and obtain rough costings.	RD	Pending	RD to action
21/11/19	372	Council to consider making a nomination for trustee to the Lant Charity	AB		AB is seeking a volunteer

Council Meeting	Ref	Topic	Action by	Status	Comments
21/11/19	376	Hornet's license application - Cllr Cooper agreed to forward a copy of the letter she wrote to SMBC to the Clerk	SC		The chairman reminded SC that this action was outstanding at the January meeting (23/01/20)
21/11/19	378	Xmas lights. Council agreed to make a one-off contribution of £1,000 to Balsall PC for this financial year (2019/20) from the grants budget for the 2019 display.	Clerk	Pending	Clerk has agreed with Balsall PC that they will invoice for the 2019 cost. Invoice still awaited.
23/01/20	379	Hodgetts Lane Flooding – check status of SMBC remedial action  Contact Diane Howell if action has been delayed	AB  AB		
23/01/20	380	Land Off Spencer's Lane – check on status planning applications  2019/01493 – dog exercise area  2019/00680 – Pole barn	Clerk		
23/01/20	381	Check on status of the following correspondence with SMBC: <ul style="list-style-type: none"> <li>• non-demolition of the superseded buildings and hard-standing at Truggist Hill Farm</li> <li>• the erection in the Green Belt of the swimming pool building and new fencing at Beechwood off Hodgetts lane.</li> <li>• Hawkhurst Moor Farm - alleged wood processing and chipping operation. A resident has advised the Council that it has been some time now since the matter was raised with SMBC and the</li> </ul>	Clerk  Clerk  Clerk		The Clerk has resubmitted the request to Anne Brereton on 18/09/19 and has received confirmation that the matter has been referred to Gary Palmer to respond. No response as yet

Council Meeting	Ref	Topic	Action by	Status	Comments
		<p>operation is still carrying on as before and has asked SMBC for an update of the latest status</p> <ul style="list-style-type: none"> <li>Lighting on the wall outside 132 And 134 Meeting House Lane</li> </ul>	Clerk		
23/01/20	382	Check foundation of walls in The Pound following reported flooding	AB		
23/01/20	383	Registration of Kelsey Lane bus shelter – liaise with HMLR following refusal	Clerk		
23/01/20	384	Extraordinary Meetings – draft a way of working document to assist with determining the need for an EM	Clerk		
23/01/20	385	<ul style="list-style-type: none"> <li>The Clerk is authorised to give notice to SMBC that it wishes to raise issues with respect to any particular HS2 Ltd or contractors planning application, if a majority of the council indicate informally that they so wish for such a notice be given and for the PC to discuss a particular planning application regarding HS2</li> <li>Where such a notice is given, the Clerk will convene an EM of the parish council to consider the matter and define the Council’s position (if any) with respect to that planning application.</li> <li>With respect to any planning application, the Clerk is authorised to inform the planning officers of any</li> </ul>	Clerk  Clerk  Clerk		

Council Meeting	Ref	Topic	Action by	Status	Comments
		<p>factual evidence that appears to have been missed relating to the current position on the ground e.g. footpaths not shown on the planning application which are to remain open according to the Act.</p> <ul style="list-style-type: none"> <li>an EM will be called if 4 councillors request it (as an agreed way of working rather than a change to Standing Orders).</li> </ul>	Clerk		
23/01/20	386	HS2 Common Design Element – send this response to HS2. Councillor Burrow agreed to forward details of the appropriate address to the clerk.	Clerk/AB		See ABs document (email 29/01/20)
23/01/20	387	The Well – seek professional advice on who is responsible for the Well flooding	Clerk		See the following website <a href="https://en.wikipedia.org/wiki/Riparian_water_rights">https://en.wikipedia.org/wiki/Riparian_water_rights</a>
23/01/20	388	Xmas trees - Council to thank Jim Ellis, Mike Cooper, John Cairns, Neil Birtley, Joy Fine and Andrew Burrow for organising the 9 Christmas trees in Balsall Common. Letters of thanks to be sent by the Clerk	Clerk		
23/01/20	389	Purchase up to £50 worth of tinsel for use with Xmas trees in 2020	Clerk		
23/01/20	390	New Meriden MP - The Clerk is authorised to meet reasonable costs to facilitate any meeting with the new MP and also the informal meeting with Parish Councillors which will not be open to the public	Clerk		

<b>Council Meeting</b>	<b>Ref</b>	<b>Topic</b>	<b>Action by</b>	<b>Status</b>	<b>Comments</b>
23/01/20	391	Council agreed the date for the 2020 BBQ as Saturday 27 <sup>th</sup> June.	Clerk		
23/01/20	392	Bus service from Berkswell Gate to Berkswell School – council agreed to write back to the resident who raised the issue	Clerk		AB has provided a form of words (email 26/01/20)
23/01/20	393	Flooded footpath by Carstins - Council agreed to serve a new Section 56 Notice on SMBC. Cllr Lloyd agreed to supply a completed form (Cllrs Lloyd, Drake & Burrow will agree what to ask for in the Notice).	RL/RD/AB & Clerk		
23/01/20	394	Council agreed to write to the Chief Exec of SMBC to ask him to pass on our thanks to whomever produced the SMBC guide to Hedgerows in the Borough and subject to Councillor Hitchcock confirming it had been completed satisfactorily, that the thinning of the woods in Lavender Hall park was welcome.	Clerk		

