

Agreed Actions Arising from Council Meetings

Council Meeting	Ref	Topic	Action by	Status	Comments
Risk Register	57	Tree Risk assessment due in Autumn 2019	Clerk	Pending	RW to contact contractors in mid-2019
15/03/18	101	The Clerk is authorised to organise the registration of the Kelsey Lane bus shelter in the Council's name with HM land Registry and to incur a cost of fees up to £300	Clerk/DE	o/s	The Clerk has contacted Adrian Stringer of SMBC who had requested a copy of the conveyance in January 2018. A further copy of the conveyance was sent on 21 January 2019 to Mr Stringer. Valuation of the land now obtained from Boothroyd & Co. Clerk to prepare submission to HMLR
15/03/18	102	Cllr Edwards agreed to look at what is needed to register the Well area as a Village Green	DE now AB	On-going	The Village Green is designated with the Local Authority as a Registered Village Green and need not do anything further; still need to proceed with registration of Well Area as a village green. A pro forma has been designed to facilitate residents comments which DE has volunteered to collect. AB to provide an update on 18 July 19
17/05/18	131	Council noted that Burton Green Parish Council have requested payment of the promised £1,000 contribution to the Expert Report on HS2 compiled by MBPC (Michael Byng). Council agreed to exchange the payment for a copy of the report when it is available	Clerk	Pending	Still awaiting the report. Cheque has been prepared and signed ready to exchange for the report In July the Clerk to Burton Green PC confirmed that the report has not yet been issued. Clerk to cancel the cheque and await further developments
19/07/18	168	Spinney Car Park Ice Concerns – Council agreed to buy some bollards and give them	DE	Outstanding	DE agreed on 15/11/18 to talk to the headteacher about this. DE agreed on 17/01/19 to write to the headteacher on this matter. Head Teacher has

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		to the school so that the car park can be closed if deemed dangerous			subsequently agreed to close the car park in the event of poor conditions under foot. Clerk to buy 3 bollards.
18/10/18	211	Fine tune the new Website & review for completeness	Clerk	On-going	
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		RD to offer to convene a small working group to address this. Clerk to prepare a work plan to identify the scope. RD to raise on 18/07/19
16/05/19	293	Asset inspection - Cllrs Lloyd and Drake agreed to carry out the inspection.	RL & RD		
16/05/19	302	Council delegated authority to the Clerk to spend up to £350 for the planting of the Station Roundabout and the station planters with summer flowers and the subsequent autumn planting	Clerk		Summer planting completed and paid for on 2 July 2019
13/06/19	304	West Midlands Mayor visit 23 July – it was agreed to set up a working group to sort out the finer details of the visit.	Council		Final arrangements confirmed to Andy Street's office 11/07/19. RW/RD/AB working on final arrangements
13/06/19	305	VE Day 2020 - Council agreed to write to Balsall Parish Council with a view to setting up a joint effort on this	Clerk		On agenda for 18 July 2019 meeting
13/06/19	307	Council discussed an approach made by Liz Hopkins who is a new community development worker. Council agreed to make the offer that two parish councillors would meet her if she would suggest some dates and she is welcome to attend any Parish Council meeting (Clerk to provide her with dates) of the next few meetings.	Clerk		Email sent to Liz Hopkins 01/07/19

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13/06/19	308	Letter to Lord Lieutenant re Honours submission – After discussion it was agreed to wait a further 6 months before writing,	Clerk	Pending	Wait until December 2019
13/06/19	311	Planning applications - Cllr Burrow proposed that the Council should continue with current practice but that all councillors must come prepared to present a reasoned opinion if they have something they wish to discuss. This approach was agreed, it was also agreed to review the success of this approach after a reasonable period of time.	Clerk	On-going	Review in October 2019
13/06/19	312	Payments to suppliers who don't accept cheques - Council agreed to consider the implications for future invoice payments when the current Financial Regulations are reviewed.	Clerk		To be considered along with 289
13/06/19	314	Payment of contribution to the maintenance of Berkswell graveyard –It was suggested by Cllr Burrow that the Council should seek more advice from NALC and ask Dame Caroline Spelman MP to ask the minister why the government thinks there is no problem. Council agreed there was a need to take further advice. It was also agreed that Council will not stop contract payments at this stage as the NALC guidance is not definitive and that the Human Rights Act and Equality Act are not referenced in their	Clerk Clerk		Clerk to write to NALC Meeting arranged with CS on 19/7/10 for RD, AB & DB to attend Clerk to pay all future invoices up to contract end date

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		advice note. It was also agreed that the Clerk should inform the External Auditor of the decision the Council has made. It was resolves as follows; the Clerk is asked to seek further advice from WALC/NALC because their legal opinion did not reference the Human Rights Act nor the Equality Act. The Clerk is also asked to seek to understand why the Government believes that there is no legal problem with a parish council helping to maintain Church of England churchyards in the same way as it is permitted (so it seems) to maintain those of other religious organisations.	Clerk		Notification provided as part of the AGAR submission
13/06/19	315	Risk Framework –Cllrs Cooper & Drake agreed to meet to review the current risk framework and advise of any necessary amendments	SC & RD		
13/06/19	316	Council to agree to write to SMBC, in conjunction with Balsall Parish Council, asking for a working party on the Village Centre to start as soon as possible to fix short term issues”. Both the motion and amendment were agreed.	Clerk		No action to date. AB to advise
13/06/19	317	This Council agrees to express concern to Solihull MBC (and Dame Caroline Spelman MP and District Ward councillors) regarding the recent felling of trees and destruction of habitat during the	Clerk		Clerk awaiting a draft letter

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		wildlife breeding season along the A452 close to the junction with Park Lane, given that construction of HS2 is not now expected to start until the New Year			