

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	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.
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	
18/10/18	212	Revise the councillor's expenses policy to allow co-opted councillors to claim expenses	Clerk	Deferred	Agreed with the chairman to defer to the new Council following the May 2019 elections. Clerk put on Annual Meeting agenda
18/04/19	283	Council approved the Clerk spending up to £100 plus VAT on bark to suppress weeds on the newly planted island in the spinney car park	Clerk		
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		
16/05/19	292	Risk Framework – Cllr Cooper agreed to review this with Cllr Drake	SC/RD		
16/05/19	293	Asset inspection - Cllrs Lloyd and Drake agreed to carry out the inspection.	RL & RD		
16/05/19	301	This Council authorised the expenditure of up to £100 to replace plants lost to drought in the spinney roundabout	Clerk		AB to contact CJ to arrange (if necessary)
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		
13/06/19	304	West Midlands Mayor visit Council 23 July – it was agreed to set up a working	Council		

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		group to sort out the finer details of the visit.			
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		
13/06/19	306	Underground Coal Gasification Warwickshire Minerals Plan 2018 consultation –. Cllr Edwards suggested that a simple response welcoming the policy but asking for assurance that subsidence is covered (the coal seam runs under Berkswell). This suggestion was accepted.	Clerk	Completed	Email sent on 01/07/19
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
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	309	Graham Lock commented that at the Parish Assembly climate impact/change was raised and it was agreed that this would be put on a future agenda for the Parish Council to consider further. The Chairman confirmed that this will be on a future agenda.	Clerk	Pending	Put on the September Meeting agenda
13/06/19	310	Truggist Hill Farm, HS2 Ltd have acquired the site on the greenway side of the new line. This should trigger the demolition of	Clerk		

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		buildings which was a condition of a previous planning application approval for a new building (to replace the ones being demolished). Council agreed to remind SMBC that the planning condition should now be carried out.			
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		
13/06/19	313	Grants – arrange to pay grants to Scouts; HoE School, BS & BC Fete	Clerk		Put cheques on the July meeting agenda
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	Clerk		

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		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 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 Clerk		
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		

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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 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	Clerk		