

### Agreed Actions Arising from Council Meetings

Council Meeting	Ref	Topic	Action by	Status	Comments
11/09/20	431	Dumping of earth off Spencer's lane – Clerk to chase SMBC if nothing heard before the next meeting of the Council	Clerk	Outstanding	Awaiting response from SMBC.
11/09/20	436	Check if Council's website meets Accessibility Regulations 2018	AB/Clerk	On-going	19/11/20 BPC agreed to work towards recommendations in the Paper
11/09/20	439	Provide financial support up to £1,000 to Plan response WP	Clerk	On-going	Printing of copies of SLP £313.53 only cost to date
19/11/20	454	Council noted the status of correspondence the Clerk has had with SMBC on behalf of the Council during lockdown (as circulated).	Clerk	On-hold	Replaces Item 330. On hold based on advice from Borough Councillors in view of Pandemic impact on SMBC resources.
19/11/20	460	Council noted that a project is being developed with Balsall Parish to provide 6 tree planters in the centre, two of which will be in Berkswell Parish. SMBC Highways have approved the locations via Councillor Burrow and Councillors Keely (from Balsall) and Lloyd (from Berkswell) are nominated to recommend suitable trees	RL/Clerk	Pending	Budget provision for this is included in the proposed 2021/22 budget. May not happen
21/01/21	467	Council agreed that the Clerk should proceed with an application to the Co-Operative Bank for a Business Direct Plus account	Clerk	On-going	The new account with the Co-Operative Bank will be opened on 27 May 2021
21/01/21	468	Write to SMBC requesting assistance in forecasting anticipated CIL monies over	RL/Clerk		On 6 May agenda

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		the next few years. RL to compose for Clerk to send			
21/01/21	470	Consider what action, if any, is needed to ensure that our contractors carrying out manual work, such as repairs and grass cutting, have appropriate Health & Safety procedures in place. Council agreed the Chairman and the Clerk will review the matter and recommend a course of action to the Council in due course.	RD/Clerk	Deferred	Clerk has emailed JH to check what documentation is available. Awaiting a reply. Clerk to include a requirement for contractors to specify their procedures on the Invitation to Quote for 2022/25
21/01/21	474	Tree works - Council authorised the Clerk to arrange for the recommended 'year 2' works in 2021/22 to be undertaken  Confirm the Council's tri-annual tree survey is sufficient to mitigate the risk of falling trees	Clerk  Clerk	On-going	Order will be placed in April 2021  The clerk has request expert advice from Midland Forestry
21/01/21	475	Berkswell Project – the Clerk is authorised to liaise with SMBC on all necessary arrangements	Clerk	On-going	Replaces Action 443. Clerk sent confirmation of his role to SMBC on 25/01/21
21/01/21	476	War memorial  Commission a survey to identify what needs to be done	Clerk	Awaiting report	Clerk has accepted the revised quote received from Tim Richardson (Architect) to carry out a condition survey and placed an order to carry out the work on 02/02/21. It is understood that the work is being done and a report is awaited
29/01/21	483	Request quotes for annual insurance	Clerk	In-hand	Quotes will be presented to the Annual Meeting in May.

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18/03/21	494	Clerk to confirm responsibility of the village green power socket	Clerk	In-hand	Awaiting formal position from the trustees of Berkswell Charities
18/03/21	498	Document a bi-annual inspection of the War Memorial roof as part of BPC's preventative maintenance programme.	Clerk		
29/04/21	505	Prepare Bugle article to announce the co-option of any new councillors	Clerk		Article & photos to be submitted by Friday 7 May.
30/04/21	506	Review BHIB guidance for any learning points.	RD		