

Agreed Actions Arising from Council Meetings

Council Meeting	Ref	Topic	Action by	Status	Comments
18/06/20	419	Council agreed to review the existing risk framework in light of Covid-19 and new guidance from NALC and BHIB Councils Insurance. Cllr Drake will carry out the review at the appropriate time (towards the end of 2020)	RD	In-hand	Agreed on 21/01/21 to be completed by the end of 2020/21
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. Covered by Item 9b on November agenda
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	437	Carry out physical inspection of assets before 31/03/21	DE/RL	Pending	Agreed to complete before 31/03/21
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
11/09/20	445	Riddings Hill fruit trees – buy new tree up to £100	AB/Clerk	Completed	The Clerk has given Cllr Burrow approval to purchase two trees at a cost of no more than £100 (ex VAT)
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). Council agreed to share the log of correspondence still awaiting a reply with Dave Cuthbert (SAC Chair) and Ward Councillors	Clerk	On-hold	Replaces Item 330. On hold based on advice from Borough Councillors in view of Pandemic impact on SMBC resources.

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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	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 latest update from the Switch Team received on 19 February 2021 is that the application is on-going but there could be a 12 week delay. The new account should be opened before 30 June 2021 to qualify for the incentive payment.
21/01/21	468	Write to SMBC requesting assistance in forecasting anticipated CIL monies over the next few years. RL to compose for Clerk to send	RL/Clerk		Awaiting input from RL. Put on 18 March Agenda
21/01/21	469	RL to prepare recommended changes to the current Grants Policy for consideration at a future meeting	RL		Replaces Action 451. Awaiting input from RL to put on 18 March agenda.
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	
21/01/21	472	Respond to resident who cleared the Spinney Car Park and who complained about inappropriate behaviour at night suggesting CCTV.	Clerk	Completed	Email sent to resident On 02/02/21

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21/01/21	474	Tree works - Council authorised the Clerk to arrange for the recommended 'year 2' works in 2021/22 to be undertaken	Clerk	On-going	Order will be placed in April 2021
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 Commission temporary repairs Write to Conservation Officer	Clerk Clerk Clerk	Order placed Completed Completed	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 Work has been completed to the PC's satisfaction Clerk wrote to Solihull Planning (27 Jan) to ask how best to make our request. Response on 2/02/21 stated It is unlikely that a planning application would be necessary for the repair of the war memorial, unless a material change in its appearance was proposed. However, it is statutory listed, therefore a listed building application may be required. As the proposed repair is temporary the Clerk has decided to progress the work to avoid any further damage occurring.
21/01/21	478	Prepare comments on proposed Night Flying Policy for March meeting.	RL		Included on agenda of the 18 March Ordinary Meeting of the Council

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21/01/21	480	Litter in Balsall Common - Council agreed that this is an SMBC problem where litter is on Highway's property. Consequently, Council agreed to ask SMBC to review the current litter/dog poo bins numbers and locations. Cllr Howell (SMBC) agreed to make enquiries.	DH (SMBC)		Included on agenda of the 18 March Ordinary Meeting of the Council
21/01/21	481	Cllr Howell (SMBC) agreed to find where in the system the Clerk's S. 56 notice (with regard to the footpath near Carstin's) is and to establish its current status. Council agreed to await an update from Cllr Howell before deciding what to do next. One option could be to raise the matter with the HS2 Implementation Advisory Group.	DH (SMBC)		Included on agenda of the 18 March Ordinary Meeting of the Council
29/01/21	482	Consider the NALC recommendation that we consider a Meeting late in May 2021	Council	Superseded	Replaced by item 485
29/01/21	483	Request quotes for annual insurance	Clerk	In-hand	The Clerk is working with two named insurers and an insurance broker to obtain quotes for renewal in June 2021
02/02/21	484	Email from a resident regarding PC meetings with HS2.	Council		Included on agenda of the 18 March Ordinary Meeting of the Council
02/02/21	485	Consider NALC advice re Parish Council's meeting in late May 2021	Council		Included on agenda of the 18 March Ordinary Meeting of the Council

