

Agreed Actions Arising from Council Meetings

Council Meeting	Ref	Topic	Action by	Status	Comments
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	Completed a response still awaited	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. Report on March 2019 agenda. A letter has subsequently been sent to the Chairman of the Planning Committee. On Agenda in November Item 9b asking for guidance and support from Borough Cllrs
13/02/20	401	Tree survey - Council gave the clerk delegated authority to make the necessary arrangements to enable work to be carried out in respect of the recommendations with a "1 year timescale (including removal of ivy) Clerk to obtain Planning Permission.	Clerk	On-going	Work will be carried out on 3 & 4 December
18/06/20	410	On-line Banking - set up a small working party to consider how to move forward in the longer-term use of this facility when face to face meetings are re-introduced. Members of the working party to be Cllr Drake, Cllr Edwards & the Clerk	RD/DE/Clerk	In progress	Interim arrangements continue but looking at moving to another bank which will accommodate 2 +1 authorisation

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18/06/20	413	Investigate a new finance system to replace current Excel Spreadsheet per Internal Audit recommendation	RD/Clerk	On-going	On November agenda – to date no suitable system for a Parish Council of our size has been identified. Accounts are simple enough to be recreated from bank statements and invoices if necessary
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		Deferred to later in 2020
September	429	Review NatWest bank switching options	Clerk & RD	On-going	On November meeting agenda. Options email received 15/09/20. Deadline for applications to new bank is 28 Feb 2021. Put on November meeting agenda. See 410
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		Report back at next meeting. Awaiting response from SMBC. Covered by Item 9b on November agenda
11/09/20	434	Review Zurich Risk Management guide Report back to Council	AB/Clerk Clerk		On November meeting Agenda
11/09/20	436	Check if Council's website meets Accessibility Regulations 2018	AB/Clerk		AB has prepared a paper for consideration at November meeting
11/09/20	437	Carry out physical inspection of assets before 31/03/21	DE/RL		
11/09/20	438	Prepare BPC's response to latest Solihull Plan	AB/RD		Draft Solihull Plan was approved by SMBC on 6 October and is now in the statutory 6 week consultation due to end Monday 14 December 2020
11/09/20	439	Provide financial support up to £1,000 to Plan response WP	Clerk		Printing of copies of SLP
11/09/20	442	Airport CC – RL to prepare a report on latest meeting (September)	RL		Awaiting a report from RL

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11/09/20	443	Berkswell Project – set up a WP to oversee delivery with SMBC	AB/DE		AB/DE to update at Nov meeting
11/09/20	445	Riddings Hill fruit trees – buy new tree up to £100	AB/Clerk		Nothing new to report
11/09/20	446	War Memorial a. Obtain further quotes to repair roof b. Check minutes re ownership issue c. Check what Warks CC holds	Clerk Clerk Clerk		On November meeting agenda
11/09/20	447	Xmas trees – buy 9 trees, tinsel and batteries up to value of £600	Clerk		On Nov agenda
11/09/20	450	Keep Cllrs informed re tree in memory of Cllr Hitchcock	RL		On Agenda in Nov
11/09/20	451	Review the current Grant Awarding Policy	RL		Council agreed to RL's suggestion. RL to prepare a suggested way forward
October	452	Contribute to the ITT for the Balsall Common Centre		Completed	
30/10/20	453	Complaint re scope of Berkswell Project	All		Clerk awaiting advice from Members on how to respond On Nov agenda