

Berkswell Parish Council – Agreed Actions by Council 2017/18

Agreed Actions

Council Meeting	Topic	Action by	Status	Comments
15/06/17	<p>10. Local Plan</p> <ol style="list-style-type: none"> 1. The Clerk should respond politely to Gary Palmer thanking him for the e mail of 2nd June 2017 saying the PC is ready and able to discuss a Concept Plan for Allocation. The letter will make it clear that BPC oppose the proposals in the Local Plan. 2. To establish a Special Working Group, members to include Kay Howles, Richard Drake, Richard Lloyd and Dinah Edwards 3. That group will develop a set of concise objectives for the Concept Plan based on the relevant parts of the Council’s response to the Solihull Plan. Additional items can be added for approval by the full PC. 4. The Group develops a rapid consultation with interested groups and residents on community facilities (apart from a school) to be included within the concept plan <ol style="list-style-type: none"> a. Berkswell Society b. BCVRA c. Balsall PC d. Berkswell & Balsall Sports Association e. Community consultation, particularly Berkswell residents 	<p>Clerk</p> <p>KH, RD, RL,DE</p> <p>KH, RD, RL,DE</p> <p>KH, RD, RL,DE</p>	<p>Completed</p> <p>Pending</p>	<p>Still awaiting a response from Gary Palmer (SMBC)</p> <p>SMBC have not progressed on Concept Plans.</p>

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	<p>5. Similarly, the Group will develop rapid consultation on issues of site layout with</p> <ul style="list-style-type: none"> a. Berkswell residents b. BCVRA c. Berkswell Society <p>6. The Group develops a letter to Balsall PC suggesting a joint meeting with Balsall PC concerning the process for handling the development of a Concept Plan for Allocation</p> <p>3. This letter to also cover process for 4.3 above.</p> <p>7. The Group will coordinate with the NDP Steering Committee but not distract the Steering Committee from its key objective but recognise that the Concept Plan might well feature in the final NDP”.</p> <p>8. Agreed the clerk is authorised to book a hall for community consultations as and when required”</p>	<p>KH, RD, RL,DE</p> <p>KH, RD, RL,DE</p> <p>KH, RD, RL,DE</p> <p>Clerk</p>	<p>Completed</p> <p>On-going</p> <p>On-going</p>	<p>Letter sent to BaPC. Reply received 27 July 2017</p>
14/09/17	35. The Berkswell village green (unregistered land). Council agreed it should assume ownership and take on responsibility for the Village Green. It was noted that residents and Berkswell Charity had been canvassed and that they take no exception to Parish Council Registering the land. The Clerk was instructed to proceed with Registration.	Clerk/DE	Pending	Council to consider registering the area as a “Village Green” rather than assume ownership
14/09/17	36. The Council approves the expenditure of up to £300 plus VAT for the winter planting programme for Balsall Common	AB	On-going	

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14/09/17	37. Service 89 - Cllr Edwards was asked to brief David Felthouse so he can put an article in the Communicator.	DE		
14/09/17	38. Tree Survey – Council approved the following motion; “The Parish Council agrees to a tree survey to be conducted by volunteers with the objective of submitting TPO requests for potential areas of housing development”. Cllr Hitchcock will plan this activity	DH	Pending	
12/10/17	50. Council agreed to start the Registration process for the Pound.	DE & Clerk	On-going	Received a letter of support from Mr Cooper
12/10/17	51. Council agreed to put something on our website re Ward Action Plans	Clerk		Awaiting instructions
09/11/17	52. Regarding the hardstanding at bus stops near the junction of Hodgetts Land and Waste Lane, Cllr Lloyd reported he was having difficulty contacting the person who promised to arrange for the work to be carried out. Cllr Lloyd agreed to continue to press	RL		
09/11/17	53. Handyperson – Cllr Burrow reported that the specification and advert had been updated and that an advert will be posted soon.	Clerk		Advert posted with a deadline of 24 December
09/11/17	54. Berkswell Tea Rooms - The Clerk was asked to negotiate a rate per hour for future use of the tea rooms with the proprietors.	Clerk		AB & RW to visit J 7 S Ebbans to discuss
09/11/17	55. Review of the Airport Night Flying – Council agreed to consider the following amended motion: a. Council agrees not to object to the current offer from the Airport, subject to ... i. the agreement running for the 3 years of the current review period and not rescinding the obligation of the Airport Company to reduce night Air Traffic Movements to 4% of total ATMs as soon as practicable thereafter, ii. the night noise violation limit being reduced to 81dB or less, and iii. the Airport Company taking note of the Council's concern that the noise Quota Count is not being reviewed, despite the Quota Count system not being operated in a way that provides an incentive to introduce quieter aircraft.			
Risk Register	56. BBQ Risk Assessment – Add the following to standard BBQ risk assessment to ensure action is taken every year: a. Cars driving through cordoned off areas	AB		

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	b. No balloons as they are a danger to livestock			
Risk Register	57. Tree Risk assessment due in Autumn 2019	Clerk		RW to contact contractors in mid 2019
07/12/17	58. Cllr Bell reported that he had discussed with Director of Planning the Parish Council's concerns regarding planning application compliance at Truggist Farm. It was suggested that Cllr Lloyd has a meeting with the Director of Planning and Cllr Bell agreed to facilitate this. It was also agreed to include the apparent lack of planning enforcement at commercial premises developed in the Green Belt. KH agreed to attend with RL	RL/KH		
07/12/17	59. Cllr Drake reported that a resident had complained about the rubbish at the back of the Masala Club on Station Road with the suspicion that it is attracting vermin. Cllrs Burrow & Drake agreed to talk to the resident and if needed, the Clerk will write to SMBC requesting action	RD/AB		
07/12/17	60. Council approved a grant application from the Hornets for the purchase of a new set of portable goalposts for the 9 by 9 Football Pitch to the value of £2,643	Clerk		Cheque to be raised at January 2018 meeting of the Council.
07/12/17	61. Council approved a grant application for HoE School: a. To fund an 'Elevate' project at a cost of £1,800. b. To fund a 'Student Savvy' project at a cost of £740	Clerk		Cheque to be raised at January 2018 meeting of the Council.
07/12/17	62. The Clerk was asked to write to Dame Caroline Spelman MP again about the apparent underfunding of state schools	Clerk		

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07/12/17	63. Cllr Drake advised Council that the Risk Management Framework now included an identified risk of Councillors meeting and visiting with third parties. It was proposed by Cllr Burrow that the matter should be addressed through the Risk Framework. An action was agreed to draw up a short policy around visiting with reference to the SMBC Planning Committee Handbook. Cllr Drake offered to lead the work.	RD		
07/12/17	64. Waste Lane bus stops - Cllr Lloyd agreed to have another go at contacting WM Transport to have new hardstandings installed	RL		
07/12/17	65. The Clerk is asked to investigate the registration of the village Green and well area as “Village Green” under the Commons Act 2006 as opposed to seeking to Register Council’s ownership of the land.	Clerk		
07/12/17	66. The Council approved that the Clerk may continue to incur NDP printing and other incidental costs at his discretion to facilitate the work of the committee	Clerk		
07/12/17	67. The Clerk was instructed to agree a mid-January deadline with LUC.	Clerk	Completed	
07/12/17	68. Governance Review - Council discussed the request and agreed the following response to allow the Clerk to respond quickly as requested (by Friday 8 December).	Clerk	Completed	
07/12/17	69. List of Streets - SMBC did not answer the FOI request. Council asked Cllr Lloyd to set out potential next steps for consideration at a future meeting.	RL	Completed	Letter sent to Nick Page
07/12/17	70. Ward Action Plan - Council approved the updated version of the SMBC ward action plan as circulated to Councillors (copy to be available on the Council’s web site)	Clerk/ AB		

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07/12/17	71. Handyperson - Council noted that the advert for handyperson contract services has been posted and the clerk is approved to incur minor costs to advertise it on the one stop notice board. It was also agreed to put a copy of the advert in the Berkswell Village shop.	Clerk	Completed	
07/12/17	72. Winter Planting - Council authorised the clerk to reimburse Caroline Joyner for the cost, using the extraordinary payments procedure, subject to the cost being within the approved amount of £300	Clerk		
07/12/17	73. Council agreed to delegate to the Clerk the authority to commission our maintenance contractor, Greenline, to clear the Well area of leaves and to remove vegetation debris from the roof of the Meriden Road bus shelter (adjacent to the Spinney).	Clerk		Clerk has requested a quote for the work from Greenline
07/12/17	74. Council agreed Councillor Cambage will undertake the internal review of the Cashbook to 31 December 2017	AC		
07/12/17	75. Cllrs Drake and Edwards will perform the quarterly inspection of the council's physical assets.	RD/DE		
07/12/17	76. Council agreed that the Clerk can negotiate a fee with the web designer up to the approved budget of £500.	Clerk		
07/12/17	77.			
07/12/17	78.			