

**Minutes of the Extraordinary Meeting of the Parish Council
of Berkswell, held in the Committee Room, Village Hall,
Balsall Common, on 5th August 2013 at 8:15 pm**

1. Attendance

Cllrs Benton, Burrow, Hitchcock, Howles, Lloyd, Lock (Chairman) and Meeson.

2. Apologies

None.

3. Declarations of Interest

None.

4. Exclusion of public

It was resolved to exclude the public in accordance with the Public Bodies (Admission to Meetings) Act 1960 s 1(2) because confidential staffing matters were to be discussed.

5. Staff matters

(Separate confidential section follows, making a total of 3 pages.)

6. Confirmation of minutes

The minutes of the following meetings were approved as true records of the meetings, and were signed by the persons who presided thereat:

- meeting of the Planning Committee held on 20 June
- ordinary meeting of the Council held on 20 June
- extraordinary meeting of the Council held on 11 July
- meeting of the Council held on 25 July 2013.

7. Payment of invoices

It was resolved to pay the following invoices:

Chq no	Supplier	Gross	VAT	Reason
1600	Solihull MBC	£1826.95		Salary and allowances
1601	Open Spaces Society	£45.00		Membership renewal

It was agreed that Cllr Lloyd would be the recipient of correspondence from the Open Spaces Society.

8. Risk management

As reported at the meeting on 25 July, Cllrs Burrow and Meeson had arranged to review the identified risk areas on Sunday August 4. However, it was considered that two problems required prompt action.

The notice board at the church had been found to be loose in the ground and at risk of falling. It was agreed that **Cllr Burrow would arrange to get emergency repairs made.**

Outgrowth of trees and hedging in the Spinney had created hazards for users of the footpath through the Spinney and of the footway along Lavender Hall Lane from the crossroads. It was agreed **Cllr Lock would arrange urgent trimming.**

The meeting closed at 9:30 pm.

(Separate confidential section follows, making a total of 3 pages.)

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17 October 2013