

OLIVERS BATTERY PARISH COUNCIL

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| Meeting Date: | 05 May 2020 |
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ACTIONS LIST

| Minute 20/ | Action Description | Responsibility | Target Date | Complete? | Comment/Status |
|--|--|----------------------------|-------------|-----------|----------------|
| PUBLIC PARTICIPATION | | | | | |
| 2.1 | Identify opportunities for new tree locations and numbers | Cllr Hare | 02-Jun | | Action b/f |
| 2.2 | Provide details of restrictions at Household Waste Recycling Centres when published | Cllr Warwick | 02-Jun | | |
| PLANNING APPLICATIONS AND DECISIONS | | | | | |
| 4.3 | Keep a watching brief on 29 Old Kennels Lane application | Cllr Furlong | 02-Jun | | |
| FINANCE AND COUNCIL MATTERS | | | | | |
| 5.1 | Start looking at the areas on the list in respect of proposals for the Council's approach to Climate Change - action c/f | Cllr Hare | 02-Jun | | Action b/f |
| 5.7 | Amend Grants Policy | Clerk | 02-Jun | | |
| 5.9 | Provide comments to Cllr Hare on Community Emergency Plan | All councillors | 02-Jun | | |
| 5.1 | Contact BHIB to extend the personal accident cover to include volunteers on the proviso that the increase is nominal as previously advised | Clerk | 12-May | | |
| SOCIAL MEDIA | | | | | |
| 6.1 | Discuss storing items on the website in future to keep allocated storage space down | Cllr Mitchener/de Liberali | 02-Jun | | |
| PARISH PLAN - PARISH COUNCIL ACTIONS UPDATE | | | | | |

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| RECREATION GROUND, WILDLIFE CONSERVATION AREA AND THE BATTERY | | | | | |
| 7.1 | Confirm the names of the extra volunteers and which tasks they are able to undertake so the Handyperson Working Group can be updated | Cllr de Liberali | 02-Jun | | Action b/f |
| 7.1 | Arrange for tasks 4 to 9 to be undertaken ASAP to establish the ongoing routine | Cllr de Liberali | ASAP | | Action b/f |
| 7.1 | Advise Cllr Collin when group of volunteers are planning to undertake tasks 5 and 6 for the first time so they can meet at the Rec | Cllr de Liberali | 02-Jun | | Action b/f |
| 7.1 | Obtain prices for provision of site signage in accordance with the recommendations set out in BS EN 1176 Part 7 and MUGA signage to BS EN 15312 | Clerk | 02-Jun | | Action b/f |
| 7.1 | Handyperson Working Group to remove all rough and sharp edges of timbers on ship, multi-play platform adjacent to monkey bars and multi-play platform adjacent to high level tunnel, tighten to secure swing seat connectors and treat rusting components and repaint basketball hoop backboard (see annual play insp photos) | Cllr de Liberali | 02-Jun | | Action b/f |
| 7.1 | Names of two other volunteers to be confirmed | Cllr de Liberali | 02-Jun | | See above |
| 7.1 | Provide hard copies of survey | Cllr de Liberali | 02-Jun | | Action b/f |
| 7.1 | Appoint Merrit subject to approval from insurers - awaiting risk assessment - chase | Clerk | 02-Jun | | |
| 7.1 | Health survey to be undertaken by Tree Warden on the trees at the Recreation Ground and Conservation Area and the Millennium Tree | Cllr Hare | 02-Jun | | Action b/f |
| 7.1 | Attend tree awareness course in summer 2020 as a refresher of responsibilities and identification of issues | Clerk/Cllr Hare | Dependent on course availability | | Action affected by pandemic |
| 7.1 | Investigate small tree blown down behind substation on the Battery and possibly a trip hazard | Cllr Mitchener | 12-May | | Action affected by pandemic |
| LENGTHSMAN SCHEME | | | | | |

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| ROADS AND FOOTPATHS | | | | | |
| CORRESPONDENCE | | | | | |
| 10.1 | Compile information for Clerk to upload | Cllr Kirkby/Clerk | 02-Jun | | |