Brimpton Parish Council - Action Tracker November 2024					
Date of original minute	**Minute Ref**	**Description**	**Action**	**Current Status (Ongoing/Completed/Pending)**	**Latest update**
1/10/24	114.3/24	Defib pads need replacing	Clerk	Completed	New defib pads have been installed in the hall defib. School have been contacted and do not need new pads.
1/10/24	106.2/24	Flooding at Able Bridge	Clerk	Ongoing	Clerk raised a case with WBC reference E29998. Awaiting assessment.
06/08/2024	83.1/24	Stones on Brimpton Road	Clerk	Ongoing	Stones/debris on Brimpton Road near the Primary School. Clerk raised case E27191- has been referred to waste management and closed.
4/6/24	59.1/24	Lack of cats eyes on Brimpton Lane	Clerk	ongoing	Clerk raised a case with WBC to ask if the cats eyes on Brimpton Lane/Crookham Common Road will be replaced. E24062. No response yet. Sept/24 - still no response from WBC. Clerk chased again. Nov/24 - still awaiting assessment
2/4/24	36/24.3	School warning signs set wrongly	Clerk	ongoing	Clerk raised a case with W.Berks under reference E20354. Currently waiting assessment. June 24 - still waiting assessment according to WBC website JULy/24 - no response from WBC so raised a new case E25268 Sept/24 - still no response from WBC. Clerk chased again.Nov/24 - still awaing assessment.
2/4/24	36/24.2	Cross roads warning sign on B3051 not working	Clerk	ongoing	Clerk raised a case with West Berks under reference E20623. Currently waiting assessment. June 24 - still waiting assessment according to WBC website. Sept/24 - Still no response from WBC. Clerk chased again. Nov/24 - still awaiting assessment.
05/03/2024	25.3/24	Bridge near Baptist Church on Brimpton Road not repaired	Clerk	ongoing	Following the meeting there was an email from WBC informing of a road closure for road repairs. It was thought this was to fix the bridge. Barriers. Cllr Boeck asked for clarification. April/24 - was this fixed during the road closure ? May/24 - bridge was not repaired during recent closure. Jul/24 - New case raised. WBC are monitoring the bridge but it is not high priority at the moment. On programme works to be repaired when there is available budget.

03/10/2023	85.2/23	Sale of land on Blacknest Lane	Clerk	ongoing	Clerk has informed planning enforcement about the sale of the land and the change to the entrance. No response as yet. Dec/23 - Planning enforcement have issued a stop notice and are actively watching the site. On agenda for discussion at meeting. Jan/24 - case is still ongoing April/24 - owner has now moved a mobile home onto the land without permission,on agenda. May/24 - ongoing. On agenda for discussion June 24 - On agenda for discussion. Sept/24 - ongoing
4/7/23	53.3/23	Trees and bushes around Solar Farm in poor condition	Clerk	ongoing	Clerk attended a call with Wise Energy on 6th July. They agreed that there is an issue and accept their responsibility to ensure that there is adequate screening. They are going to carry out an assessement and come back to the Parish Council with a plan. Clerk has chased again.Sept/23 person dealing with issue was on holiday. Chasing for another update and have sent more photos provided by a resident. Oct/23 - still no update even though chased again. Should issue be reported to planning enforcement ? Nov/23 - Clerk raised a case with planning enforcement and informed Wise Energy that this had been done but no response from either party. Jan/24 - still no response from planning enforcement. Clerk to chase. Feb/24 - Clerk raised with Andrew Perkins, CEO Wasing Estate and he has agreed to contact the Solar company. April/24 - work is underway to replace the shrubs/trees. Can this action be closed ? May/24 - reports of discarded plastic on site. Raised with Solar company and they said that it will be removed when contractors return to finish the job.June 24 - Wise Energy have shared their plan to replant in October and other actions to be completed this year.
04/04/2023	29.3/23	To consider installing a memorial for the Late Queen	PB/Clerk	ongoing	The proposal is to place a granite stone memorial into the path which runs up to the War Memorial.Mr. Bassil to provide quotes and more details. Clerk to check with West Berkshire Council whether CIL could be used to purchase a memorial stone. Clerk has emailed WBC CIL team but no reply yet. July 23- Deposit has been paid for the new stone memorial. Mr Dolphin circulated the advice from the War Memorial Trust regarding cleaning and it was agreed not to do any cleaning at this time. Aug/23 - PC agreed to go ahead and deposit paid. Sept/23 - Mr. Bassill liasing with supplier. Oct/23 it was agreed to delay installation and unveiling ceremony until Spring 24 March/24 Mr. Bassil to book a date for installation. May/24 Mr Bassil discussing with supplier as he is not happy with the quality of the stone.June/24 - Mr Hicks and Mr Bassil have met with stonemason to find a solution to the quality issues. Aug/24 - Date to be set for unveiling ceremony Sept/24 - unveiling ceremony postponed due to issues with the stone.

7/11/23	101.3	Christmas Lights	PB	Completed	Mr. Bassil to purchase new Christmas lights for the Oak tree at the bottom of Church Lane. Jan/24 Mr Bassil purchased lights and installed them.

7/11/23	101.3/23	Grit bins	NH	Completed	Mr Matthews volunteered to check whether the Parish Grit bins are operational or need topping up Jan/24 - Bins were checked and an amount was added to the budget to top up next Winter.
02/01/2024	6.3/24	Additional pedestrian gate for Jubilee Green	Clerk	Completed	Clerk has obtained a second quote for the gate to be discussed at February meeting.
2/1/24	6.2/24	Purchase two benches for Jubilee Green	Clerk	Completed	Benches have been purchased and are expected to be delivered on 9th Feb.
07/11/2023	100.1/23	Register of Historic assets	JH	Completed	Mr Hicks to investigate whehter a register of historic assets in the Parish would be useful and how it should be produced. Jan/24 - Volunteers to create a list of assets of historic interest that are not already listed. Feb/24 it was agreed not to pursue this further as all important assets are already listed.
03/10/2023	78.1/23	Potholes in Brimpton Common, Brimpton Road	Clerk	Completed	Clerk raised a case under reference E10867 Dec/23 - WBC have assessed and said the pothole is not urgent so will be added to their programme of future works. Jan/24 - Clerk has raised another case with supporting photos. E13693. Feb/24 - case still open with WBC March/24 - potholes fixed.
03/05/2022	56.1/22	SID results from Wasing Road	Clerk	Completed	Clerk has contacted WBC to ask if they will carry out a Community Speedwatch session in Wasing Road. July/22. WBC to do a CSW session in Wasing Road. Waiting for results. Aug/22 - WBC have got approval from TVP to monitor at this location but want to wait until schools are back to do the monitoring. Oct/22 - Clerk has chased WBC again about this and they have also agreed to use their sentinel equipment in Brimpton Road. Nov/22 - WBC have used Sentinel in Wasing Road but only caught one speeder between 8am and 9am. He has agreed to do the monitoring again. Clerk has asked again if he can also do Brimpton Road. Feb/23. Clerk has asked for an update. WBC have said they need to wait until the mornings are lighter April/23 Clerk to chase with WBC again but maybe better to wait until after Easter. Jul/23 - WBC did some monitoring in Wasing Road but didn't catch any speeders. Aug/23 - Clerk will put SID up in Wasing Road again and try to identify when it would be best to monitor. Sept/23 - SID could not be used in Wasing Road because the hedges are very overgrown. Will have to try again in November. Nov/23 - expecting SID back this month.Feb/24 - Aldermaston asked to keep SID a bit longer so they could monitor traffic with bridge closed. It will be back in Brimpton at the beginning of Feb. March/24 - SID now in Parish
6/12/22	133.2/22	Improvement work to land at rear of hall	JD	Completed	Mr Dolphin to obtain quotes to level the land at the rear of the hall. July/23 - A volunteer is going to roll the land FOC. If this does not improve the situation quotes will be sought. Dec/23 quote has been obtained and Recreation Ground Charity have agreed to pay for the work March 23 - To be discussed at meeting. Village Hall Committee to take on responsibility for the job.
06/02/2024	22.3/24	Tadley Citizens Advice grant	Clerk	Completed	Clerk to pay a grant of £150 via the Good Exchange in April. April/24 Payment made on credit card
05/12/2023	115.2/23	Emergency contact numbers to be updated	Clerk	Completed	It was agreed that the Parish Council would not create an Emergency Plan but Clerk should update the list of Emergency contact numbers which is on the website and distribute to all. June/24 - webite Emergency Contact list has been updated. Is any further action required ?

06/02/2024	19/24	Gov.uk email addresses	Clerk	Completed	It has been agreed to go ahead and move to gov.uk website and email address. Clerk has completed the necessary form and is now waiting for the website provider to do the work to move the website and email addresses.April/24 brimpton-pc.gov.uk domain has been obtained. Website provider to carry out the move now. PC need to decide whether to upgrade the site to newest software May/24 - new domain name obtained and move underway. Need to consider cost of software upgrade. June 24 - New email addresses are now live. New website being worked on and first draft should be complete by 7th June. July /24 - gov.uk website and email addresses now live.
2/4/24	36/24.5	Flooding near Able bridge	Clerk	Completed	Clerk raised a case to request that gulleys are cleared. Reference E20353. Currently waiting assessment.June 24 - WBC have phoned to say that the gulleys will be cleared in the Summer. They are on an annual cleaning cycle now. Case has been closed by WBC
04/07/2023	48/23	Commemorative Events for 80th Anniversary of D-Day landings	JH	Complete	Mr. Hicks to seek volunteers to organise events. Sept/23 - Working group set up and reporting to Parish Council monthly.Nov/23 A new collar for the beacon to be purchased. Dec/23 ongoing will be discussed during meeting. Apr/24- Bunting/flags/beacon collar purchased. June 24 - TEN licence in place. RAs completed.

7/2/23	1/23	Tankers in Brimpton Road	Clerk	Complete	Clerk raised a case with Thames Water about the poor parking and damage to verge. Case raised under reference 33504111 Has been escalated to the Customer Liaison team Apr/23 - Still no official response from Thames Water. Clerk to chase again June/23 - Thames water have clsoed the case as they say remedial works are complete. July/23 - it doesn't look as though any work has been done. Mr. Hicks has taken photos and these have been sent to Thames Water. Aug/23 - Thames Water have reopened the case 33504111 and assigned a customer service agent to it. She is chasing for an update on the verges and has promised an update by 8th August. Sept/23 - Mr. Bassil and Clerk met with Thames Water. They explained that the pumping station overflows in times of high rainfall. They have investigated the issue but have not been able to resolve it. It was agreed that the gates into the site would be fixed and they would look at what could be done to repair the damage to the verge but unless root cause could be resolved the problem would probably happen again this winter. Clerk waiting for an update from their customer service representative with an update on the agreed actions. Oct/23 - Clerk received text promising an update by 10th October. Nov/23 - latest update from Thames Water on 24th Oct is that they are waiting for quotes for the work to restore the verge.Dec/23 Thames Water continue to provide "updates" but no action or forecast date yet. Jan/24 - Clerk spoke to customer adviser assigned to the case.She has confirmed that work to reinstate the verge has stopped because tankers have resumed emptying the overflowing pumping station. Clerk informed her that tankers were turning round at the top of Brimpton Road and she said she would report this. March/24 - Thames Water have reopened the case and sent photos to contractor as nothing was done to repair the verge April/24 - waiting for an update from Thames Water. May/24 - still no update. June 24 - work has been done to rectify the verge . No information on a long term solution.
04/06/2024	65/24	Parish Plan update	JH	Completed	Mr. Hicks to contact original group who updated the Parish Plan and let them know that the Parish Council are considering updating the Plan. Mr Hicks has emailed members of the previous Parish Plan group.
02/07/2024	80/24	Winter Service Plan consultation	Clerk	Completed	Clerk sent suggested amendments to WBC for consideration. The amendments are the same as the previous two years and request that pavements along Brimpton Road and Brimpton Lane to the school are salted as part of the plan.

02/03/2021	30.3/21	Flooding on Brimpton Road near Willow Wands	Clerk	Completed	Clerk raised a case on 3rd March. Ref 193427 but did not receive any response. Chasing email sent. May 21 - Enquiry was forwarded to the Drainage and Flood Risk team but still no response has been received. Clerk chased again. June 21 - West Berks have inspected the problem and instructed contractors to clear the drainage channel. Estimated completion date by end of May. July/21 Clerk has asked West Berks whether this work has been done yet. Aug/21 - Chased again. Work may have been done but WBC have not informed us. Sept/21 - some work was done to clear drainage channels by Mr. Bassil believes it was the wrong location. Need to arrange site meeting with West Berks. Nov/21 site visit held with West Berkshire drainage engineer. Major work would be needed to resolve problem. Waiting to hear back from West Berks whether this will be added to their works programme Dec/21 - Mr. Bassil sent photos of the flooding. Clerk has chased via email but no response yet. Jan/21 - WBC have confirmed that the job will be added to the list of drainage works for 2022/2023 Oct/22 - Clerk sent email to WBC asking for an update but no response. Jul/22 - Clerk has sent an email to WBC asking if this is still in work programme but did not receive a response. Aug/23 - still no response from WBC Sept/23- Clerk sent background information to District Cllr Boeck and asked if he could obtain an update from the WBC officers. Nov/23 - no update. Clerk has emailed Cllr Boeck again on the subject. Dec/23 Cllr Boeck has requested an update from the officer at WBC.Jan/24 - WBC officer has confirmed that the work to improve drainage is in the works programme for completion. It is expected that a new gully and outfall at this location will be installed in January 2024. They will also be clearning the ditches at this location more regularly. June 24 - Still awaiting an update from WBC Aug/24 - some work seems to have started but Clerk has asked for an update on the work.
06/08/2024	83.2/24	overhanging hedges on Crookham Common Road	Clerk	Completed	Clerk raised case E27190. Overhanging vegetation has been cleared but not sure if done by WBC.
04/06/2024	59.3/24	War Memorial surround coping stones	Clerk	Completed	Clerk has obtained one quote for repairs to the War memorial surround for discussion at meeting. 2/8/24 - Clerk has asked contractor to go ahead with work and is waiting for a date for the work to be done. Sept/24 - work should be done before the meeting on 3rd Sept. Oct/24 - work completed
2/1/24	1/24	40mph repeater sign in Brimpton Common	Clerk	Completed	This sign was reported to WBC reference 215000. It is on their programme of works. June 24 - still waiting for this to be done. July/24 - Clerk raised case again E24060 Sept/24 - WBC closed case saying it was fixed but it was not the correct sign. Clerk has raised a new case E27809 Oct 24 - now fixed.