

# **BARNT GREEN PARISH COUNCIL**

**80 Hewell Road, Birmingham, B45 8NF**

**0121 447 9893**

**exec@barntgreen.org.uk**  
**www.barntgreen.org.uk**



## **Summons and Notice of Meeting**

Members are summoned to the **Ordinary Parish Council** meeting to be held on  
**Monday 17 October 2022 at 7.00pm**

The meeting is open to the press and members of the public who are welcome to attend all or part of the meeting but may only speak during the allocated time as listed under agenda item 22/047a below. The public may ask questions or raise concerns regarding matters on this agenda or for future consideration. There is no expectation on the council to respond to any comments made at this time.

### **Meeting Agenda**

#### **22/043 Apologies**

To receive apologies from absent members and record the reason for absence.

#### **22/044 Parish Councillor Vacancy**

Cllr Nilsson is looking to leave Barnt Green and therefore his Cllr role, therefore a Cllr Vacancy will continue to be advertised.

#### **22/045 Declarations of Interest:** Councillors are reminded that to ensure transparency and retain public confidence in the council's decisions they are required to -

- a) Keep their Register of Interests form up to date;
- b) Declare any Disclosable Pecuniary Interests (DPI) and any Other Disclosable Interests (ODI) in agenda items and the nature of those interests.  
Cllr Hotham declared an interest in agenda item 22/040 c) as he is a Trustee of Cock's Croft, the adjoining woodland. Cllr Hotham cannot comment on any planning applications due to his role as D Cllr at BDC and the possibility that he could be on the Planning Committee.

#### **22/046 To consider any dispensations**

Written requests for the council to grant a dispensation to a councillor (as per Localism Act 2011, s33) must be with the Executive Officer before the meeting starts

#### **22/047 Open Session – Participation to hear from:**

- a) Members of the public
- b) Supporting organisations, e.g. Safer Neighbourhood Team, Footpath Warden
- c) Worcestershire County Councillor – Adrian Kriss (Beacon division)
- d) Bromsgrove District Councillor - Charles Hotham (Barnt Green & Hopwood)

#### **22/048 To adopt previous minutes**

To approve adoption of the minutes of the parish council meeting held 26<sup>th</sup> September 2022, previously circulated but also attached.

#### **22/049 Annual Business**

**i. Governance arrangements:**

**a) Review of council policies**

The following policies have been circulated prior to the meeting for review:

- a) 3. Risk Management Policy
- b) 4. Balances and Reserves Policy
- c) 6. Publication Scheme
- d) 11. Risk Assessment and Management Policy
- e) 12. Operational Risk Assessment
- f) 14. Communications Risk Assessment
- g) 13. Risk Register Log Review
  - i) Litter picking assessment
  - ii) Banking arrangements
  - iii) Payments procedure
  - iv) Storage arrangements for minutes
  - v) Office and home working risk assessment

**22/050 Chairman's Report** - A verbal report may be given during this agenda item.

**22/051 Executive Officer's Report**

To be advised of any decisions taken under delegated powers, receive updates to ongoing matters and list any relevant office communications since the last council meeting.

a) Station Lift update from Network Rail	An update was requested on 4/10/22.
b) Tree Survey	Update from Gavin Boyes, Senior Tree Officer, WCC to inspect large Oak tree in Bittell Road playing fields that dropped a large branch. Following the fallen branch on the triangle at the top of Fiery Hill Road EO requested tree survey by WCC. Awaiting response.
c) Hewell Lane	Resident complained about uneven and gravelly footpath. Difficult for elderly and people that use scooters. EO reported to WCC awaiting response
d) Greenbank	Update on WCC maintenance responsibilities. Awaiting response.
e) West Mercia PCC Cyber Crime Partnership Survey	CIlr Cholmondeley responded and advised that they are consulting on a database to access information on cybercrime and proposing 6 monthly meeting on all aspects of cybercrime and its effects.
f) BGMT Grant	The grant of £903.41 for the repairs of the play equipment in Millennium Park was received on 26.9.22.
g) Income received	£34k precept has been received in the deposit account. Receipt of £200 for hire of playing field 1.5.22 to 31.8.22 Deposit account interest received of £78.49
h) Donations from QEII black ribbons	Suggested charities for the £49.06 donations:  1. Lickey Hills Society - volunteers who support and maintain the hills as a country park.  2. Acorns - children's hospice, a national organisation with a shop in Barnt Green.

	<p>3. Where Next - work experience for people with learning difficulties, specifically plants - used by BGPC for the planters.</p> <p>4. Basement Project - support for 16–25-year-olds with housing related support needs, based locally in Redditch &amp; Bromsgrove.</p>
i) Contingency Plan	Proposed reciprocal arrangement with Cofton Hackett Parish Council to cover long term Clerk unavailability due to illness etc.
j) Audits 2021/22	The internal audit carried out by DKE Audit Services was received and circulated in April 22. The external audit carried out by PKF Littlejohn was received and circulated in September 22 and the Notice of Conclusion of Audit published.
k) Warm Homes	Investigate potential 'warm hub' in Barnt Green.

**22/052 Finance**

- (i) To note the current financial position and bills for payment. See page 5 of the agenda.
- (ii) To be advised of any expenditure decisions taken by Executive Officer. A request of £66.00 to top up the Monzo card to £200. See Monzo expenditure list page 7.

**22/053 Environment & Community Wellbeing**

- a) Parkers Piece Playing Field play equipment drainage update.
- b) Application for Village Green Status for the field adjoining footpath BG507.
- c) Welcome Back Fund - £1200 remaining grant. Fruit tree planting in Parkers Piece (Bittell Road) playing fields.
- d) Barnt Green Medical Trust application submitted for works in Bittell Road playing fields.
- e) RoSPA Annual Safety Inspection. OPC has carried out repair to the goal posts.
- f) Pollinator site.
- g) Flood level marker post Hewell Road.
- h) Climate change.
- i) Replacement shed in Millennium Park.

**22/054 Planning**

- a) No applications have been received.

**22/055 Date and Venue of Next Meetings**

Next Parish Council Meeting, Monday 21 November 2022 7pm at 80 Hewell Road.

*E Choudry*

Eleanor Choudry  
Executive Officer  
11 October 2022

<p>Council Members: R Cholmondeley (Chairman), C Hotham (Vice-Chairman), J Nilsson, P Perry, S Whitehand, O Polton M Roberts and J Baldwin</p>
--

Agenda Item 22/052 (i) To note the current financial position and bills paid.  
September Payments Report

**Barnt Green Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

<b>Voucher</b>	<b>Description</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
137	Pozitive Energy	-16.85	-0.84	-17.69
138	Pozitive Energy	32.68	1.63	34.31
139	Pozitive Energy	9.78	0.49	10.27
140	Pozitive Energy	36.04	1.80	37.84
		<b>61.65</b>	<b>3.08</b>	<b>64.73</b>

Agenda Item 22/052 (i) To note the current financial position and bills paid.

October Payments Report

10 October 2022 (2022-2023)

**Barnt Green Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

<b>Voucher</b>	<b>Description</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
150	Dusk to dawn footpath lighting energy	78.81	3.94	82.75
156	Office Energy	36.62	1.83	38.45
157	Office Energy	47.24	2.36	49.60
142	Landline and Broadband	27.02	5.40	32.42
144	Grounds maintenance at playing field	228.41	45.68	274.09
145	Annual Accounting Software	468.00	93.60	561.60
141	Outdoor Parish Caretaker	498.00		498.00
146	Grass Cutting - Millennium Park	120.00		120.00
147	Grounds maintenance Verges High Street & O	35.00		35.00
148	Landline and Broadband	20.00		20.00
149	Hedge Cutting	70.00		70.00
151	Salary			
152	PAYE			
153	Pension contributions			
154	Expenses	66.00		66.00
155	Training - Clerk	25.00		25.00
143	Lengthsman Work	189.00		189.00

Agenda Item 22/052 (i) To approve the September Bank Reconciliation 2022

## Barnet Green Parish Council

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 30/09/2022</b>		
	Cash in Hand 01/04/2022		109,011.70
	<b>ADD</b>		
	Receipts 01/04/2022 - 30/09/2022		39,737.59
			148,749.29
	<b>SUBTRACT</b>		
	Payments 01/04/2022 - 30/09/2022		37,451.36
<b>A</b>	Cash in Hand 30/09/2022 (per Cash Book)		<b>111,297.93</b>
	Cash in hand per Bank Statements		
	Petty Cash 30/09/2022	0.00	
	Cambridge Building Society 30/09/2022	64,347.81	
	Unity Bank Deposit Account 30/09/2022	44,867.09	
	Unity Bank Current Account 30/09/2022	2,083.03	
			<b>111,297.93</b>
	Less unrepresented payments		
			111,297.93
	Plus unrepresented receipts		
<b>B</b>	Adjusted Bank Balance		<b>111,297.93</b>
	<b>A = B Checks out OK</b>		

Agenda item 22/052 ii) To be advised of any expenditure decisions taken by EO.

Monzo Reconciliation up to 17.10.22					
Voucher	Date	Description	Supplier	Expenditure	Deposit
		Opening Balance			200.00
32	27.9.22	Thermometer for legionella checks	ETI Thermometer Shop	66.00	
			<b>TOTAL</b>		<b>66.00</b>
			Balance		134.00
			<b>Topup Request</b>		<b>66.00</b>