

BARNT GREEN PARISH COUNCIL

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Summons and Notice of Meeting

Members are summoned to the **Ordinary Parish Council** meeting to be held on **Monday 16 January 2023 at 7.00pm at 80 Hewell Road, Barnt Green, B45 8NF**

Parish Councillors are hereby summoned to attend.

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 22/073 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

22/069 Apologies

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

22/070 Parish Councillor Vacancy

Cllr Nilsson has left the Parish council and therefore a vacancy will continue to be advertised.

22/071 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 22/079 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. Cllr Cholmondeley declared an interest in agenda item 22/077 d).

22/072 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

22/073 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)

22/074 To adopt previous minutes

To approve adoption of the minutes of the parish council meeting held 21st November 2022, previously circulated but also attached.

22/075 Annual Business

i. Governance arrangements:

a) Review of council policies

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

- a) 18. Recruitment Equality Policy

22/076 Chairman's Report - A verbal report may be given during this agenda item.

22/077 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	<p>Firstly apologies, I can understand how frustrating this part of the process is, I can promise you that we at Network Rail are also disappointed in the time it is taking to get the approvals. We had hoped to have this secured before the end of last year but due to various constraints the government are under regarding funding I feel this has impacted on the decision making. Rest assured however that Network Rail and our DFT colleagues are very much pushing for this to go through as a priority.</p> <p>Due to changes in standards specifically relating to Fire Safety we have needed to make some alterations to the designs to accommodate and ensure the station is compliant for evacuation and refuge services, this is the main driver for the ongoing design works.</p> <p>Apologies if my last email caused confusion, I should have said 'project' as opposed to the lifts themselves, these designs are very much progressed and in a good position.</p> <p>We are unable to commence any physical works until the funding approvals have come through, but we are hoping to be able to commence works early this year should we get the green light.</p> <p>I do not have the contact details to hand of whom the approval is specifically sat with but I can reach out to my DFT colleagues and request the information.</p>
b) Hewell Lane	<p>Resident complained about uneven and gravelly footpath. Difficult for elderly and people that use scooters. EO reported to WCC via the website and to WCC Cllr Kriss to progress.</p>
c) Income received	<p>Conexus have paid room hire to the end of 2022. Bank interest of £219.17 has been received in the deposit account.</p>
d) BGMT Grant Application	<p>Payment of £5736 was received on 31.10.22 which included the VAT that we can reclaim. The VAT £956 has been reimbursed.</p>
e) Disability Ramp	<p>Economy aluminium wheelchair ramp for access between PC office and meeting room has been purchased.</p>
f) Shed in Bittell Road playing fields	<p>The new shed has been ordered.</p>

g) Office Security Alarm	The office alarm was overheating, causing a fire hazard. It was also making a buzzing noise and therefore CTB Alarms have replaced it at a cost of £495.
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22/078 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 £88.80 to top up the Monzo card to £200. See Monzo expenditure list page 9.
- (iii) To receive budget as at 31st December 2022 - see attachment
- (iv) To receive budget recommendations for 2023/24 - see attachment. The budget has been agreed by the Finance Committee subject to adjustment relating to the unmetered street lighting electricity supply.
- (v) To approve the precept for 2023/2024. The precept request form requires the signature of the Chairman and EO.
- (vi) To receive an interim report from the Internal Auditor – see attachment

22/079 Environment & Community Wellbeing

- a) Parkers Piece Playing Field play equipment drainage update.
- b) Bittell Road traffic speed / pedestrians crossing/litter
- c) Application for Village Green Status for the field adjoining footpath BG507.
- d) Welcome Back Fund - £1200 remaining grant. Fruit trees have been delivered for planting in Bittell Road playing fields and the Pollinator site. Contractor J Bishop has ordered replacement laurel bushes.
- e) Flood level marker post Hewell Road.
- f) Review Christmas Lights Switch On.
- g) Review Chairmans Buffet.
- h) Review Best Dressed Christmas Window.
- i) Review Community Events – Wassail Walk 28th December.
- j) Review of Warm Space events launched.
- k) 3 quotes have been circulated to reduce the crown of the Oak tree in Bittell Road playing fields and to prune the lime trees in Millennium Park that overhang the Friends Meeting House.

22/080 Planning

- a) Responses to consultations received including:

BDC ref	Site Address	Proposal
22/01465/FUL	6 Hewell Lane, Barnt Green, Birmingham, Worcestershire	Two storey rear extension with alterations to existing single storey side extension
BGPC Recommendation: Barnt Green Parish Council recommend approval subject to the 45-degree rule. It is not clear where the line on the diagram has been drawn from as the position of the window on the adjacent house is not shown. Also the applicant wishes to build right up to the boundary and in this case, the boundary is actually the wall of the house next door.		
BDC ref	Site Address	Proposal
22/01495/PIP	Land At E399834 N273468, Linthurst Road, Barnt Green, Worcestershire	Proposed bungalow
BGPC Recommendation: The Barnt Green Conservation Area requires that any development 'protects or enhances' it. The application does not achieve this. The precedent has been set that applications for backland		

development in the adjacent Fiery Hill Road have been rejected. Although the site of the applicant is infill, it leads to the same housing concentration that is contrary to the policy of the Conservation Area. The Conservation Area was specifically created to address the concerns of the community about the erosion of character from higher density development.

Green Belt - Paragraph 120 of National Housing Policy Framework 2012 (NHPF) states that 'Green Belt boundaries should only be altered where exceptional circumstances are fully evidenced and justified...' There do not appear to be any exceptional circumstances in this case. Although paragraph 149(e) of the NHPF permits 'limited infilling in villages', Paragraph 144 explains that a Conservation Area should be created when areas need to be protected to preserve village openness which, in this case, has additionally been done. The 'private access drive' is a well-used public footpath and vehicles driving along there on a regular basis are a potential hazard to walkers. There is no possibility given the restricted nature of the access to separate the two.

BDC ref	Site Address	Proposal
22/01548/FUL	Glendale, Sandhills Green, Barnt Green, Birmingham,	Waney-edged timber boarding complete with integral external wall insulation to western first floor side wall

BGPC Recommendation:
Barnt Green Parish Council recommends approval.

BDC ref	Site Address	Proposal
22/01514/FUL	Hawthorn, Aqueduct Lane, Alvechurch, Birmingham	Replacement garage

BGPC Recommendation:
TBC.

22/081 Date and Venue of Next Meetings

Next Parish Council Meeting, Monday 20 February 2023 7pm at 80 Hewell Road.

E Choudry

Council Members: R Cholmondeley (Chairman), C Hotham (Vice-Chairman), P Perry, S Whitehand, O Polton M Roberts and J Baldwin
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Eleanor Choudry
Executive Officer
10 January 2023

Agenda Item 22/078 (i) To note the current financial position and bills paid.

November and December Payments Report

Barnt Green Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Description	Net	VAT	Total
180	Office Energy	26.09	1.30	27.39
179	Petty cash top up	101.72		101.72
197	PAYE			
201	Office Rent	1,625.00		1,625.00
189	BGMT grant VAT refund		956.00	956.00
185	Grounds maintenance at playing field	228.41	45.68	274.09
190	Street Light Energy	60.11	3.00	63.11
182	Christmas Tree, supply, install and remove	662.50	132.50	795.00
192	Office Energy	28.54	1.43	29.97
181	Outdoor Parish Caretaker	498.00		498.00
187	Christmas Lights Installation	3,095.00	619.00	3,714.00
183	Printing of the Bulletin newsletter	300.00		300.00
199	Christmas Message	30.00	6.00	36.00
186	Best Dresses Window Trophy	15.95	3.19	19.14
193	New Storage shed for Playing Field	1,442.50	288.50	1,731.00
191	Office landline, broadband & calls	27.22	5.44	32.66
184	Lengthsman Work	189.00		189.00
202	Bank Service Charge	18.00		18.00
195	PAYE			
200	Grass Cutting - Millennium Park	60.00		60.00
200	Grass Cutting - Millennium Park	125.00		125.00
196	Pension contributions			
188	Donation for Father Christmas & Sweets	72.70		72.70
198	Petty cash top up	193.89		193.89
194	Salary			

Agenda Item 22/078 (i) To approve the current financial position and bills paid.

January Payments Report

Barnt Green Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Description	Net	VAT	Total
208	Office landline, broadband & calls	24.13	4.83	28.96
209	Grounds maintenance at playing field	228.41	45.68	274.09
205	PAYE			
204	Pension contributions			
210	Street Lamp Repair	60.00	12.00	72.00
203	Salary			
206	PAYE			
213	Outdoor Parish Caretaker	498.00		498.00
211	Chairmans Christmas Buffet	200.00		200.00
207	Lengthsman Work	141.75		141.75
212	Intruder alarm replacement	495.00		495.00

Agenda Item 22/078 (i) To approve the November Bank Reconciliation 2022

Barnt Green Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 30/11/2022		
	Cash in Hand 01/04/2022		109,011.70
	ADD Receipts 01/04/2022 - 30/11/2022		80,504.59
			189,516.29
	SUBTRACT Payments 01/04/2022 - 30/11/2022		53,532.13
A	Cash in Hand 30/11/2022 (per Cash Book)		135,984.16
	Cash in hand per Bank Statements		
	Petty Cash 30/11/2022	0.00	
	Cambridge Building Society 30/11/2022	64,347.81	
	Unity Bank Deposit Account 30/11/2022	70,642.09	
	Unity Bank Current Account 30/11/2022	994.26	
			135,984.16
	Less unrepresented payments		
			135,984.16
	Plus unrepresented receipts		
B	Adjusted Bank Balance		135,984.16
	A = B Checks out OK		

Agenda Item 22/078 (i) To approve the December Bank Reconciliation 2022

Barnt Green Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/12/2022		
	Cash in Hand 01/04/2022		109,011.70
	ADD		
	Receipts 01/04/2022 - 31/12/2022		81,002.76
			190,014.46
	SUBTRACT		
	Payments 01/04/2022 - 31/12/2022		66,358.88
A	Cash in Hand 31/12/2022 (per Cash Book)		123,655.58
	Cash in hand per Bank Statements		
	Petty Cash 31/12/2022	0.00	
	Cambridge Building Society 31/12/2022	64,347.81	
	Unity Bank Deposit Account 31/12/2022	58,951.26	
	Unity Bank Current Account 31/12/2022	356.51	
			123,655.58
	Less unrepresented payments		
			123,655.58
	Plus unrepresented receipts		
B	Adjusted Bank Balance		123,655.58
	A = B Checks out OK		

Agenda item 22/078 ii) To be advised of any expenditure decisions taken by EO.

Monzo Reconciliation up to 8.12.22					
Voucher	Date	Description	Supplier	Expenditure	Deposit
		Opening Balance			98.28
			Topup Request		101.72
35	16.11.22	Membership	Open Spaces Society	45.00	
36	24.11.22	Wassail Walk banners x 2	The Banner Warehouse	76.23	
37	24.11.22	Best Dressed Xmas Shop Window postcards	Vistaprint	51.82	
38	24.11.22	Sweet tub for Father Xmas at lights switch on	Amazon	9.49	
39	01.12.22	Cable ties for banners	Amazon	2.85	
40	08.12.22	Handwash, toilet rolls, biros	Tesco	8.50	
			TOTAL		193.89
			Balance		6.11
			Topup Request		193.89
Monzo Reconciliation up to 31.12.22					
Voucher	Date	Description	Supplier	Expenditure	Deposit
		Opening Balance			200.00
41	15.12.22	Disability ramp for office meeting room	Bentley Fielden	88.80	
			Balance		111.20
			Topup Request		88.80