

# **BARNT GREEN PARISH COUNCIL**

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

**0121 447 9893**

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**www.barntgreen.org.uk**



## **Summons and Notice of Meeting**

Members are summoned to the **Ordinary Parish Council** meeting to be held on **Monday 20 February 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 22/093 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**

#### **22/089 Apologies**

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

#### **22/090 Parish Councillor Vacancy**

**22/091 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 22/099 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.

#### **22/092 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

#### **22/093 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)

#### **22/094 To adopt previous minutes**

- a) To approve adoption of the minutes of the Ordinary parish council meeting held 16<sup>th</sup> January 2023.
- b) To approve adoption of the minutes of the Extraordinary meeting held on 30<sup>th</sup> January 2023.

- c) To approve adoption of the minutes of the Finance and GP Committee held on the 5<sup>th</sup> January 2023.

All minutes were previously circulated and are also attached.

## 22/095 Annual Business

### i. Governance arrangements:

#### a) Review of council policies

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

- a) 3 Year Forward Plan Annual Review
- b) Action Plan for year ahead 2023

**22/096 Chairman's Report** - A verbal report may be given during this agenda item.

## 22/097 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	Leanne Brooks, Network Rail, confirmed that the main works for the station lift installation will begin in Autumn 2023.
b) Hewell Lane	Resident complained about uneven and gravelly footpath. Difficult for elderly and people that use scooters. Photos have been sent to WCC Cllr Kriss to progress.
c) Income received	£5 received from sale of Lickey Hills Book. 99p received from Ebay sale of 2 x office chairs. £4595.02 has been reclaimed for VAT from 1.4.22 to 31.12.22. Interest of £437.74 was paid into the Cambridge deposit account on 31.12.22.
d) Shed in Bittell Road playing fields	The new shed was delivered on 13/2/23.
e) WCC Green Infrastructure Strategy 2023 to 2028	The consultation document is available from 23/1 to 6/3/23. <a href="https://www.worcestershire.gov.uk/gi">https://www.worcestershire.gov.uk/gi</a>
f) Review deposit account interest rate currently paying 1.5%	Rates have been researched and higher interest rates come with increased risk. To be discussed.
g) Shared purchase of PA system with Alvechurch PC	4 quotations are attached ranging from £119 to £209.99. Alvechurch PC informed EO that the school uses the Bushfunk 45 Mobile PA System costing £189.99
h) Meeting room office chairs	The GP surgery has donated 6 chairs for the meeting room. Two office chairs that were in the meeting room were sold on Ebay for 99p.

<p>i) Elections 4<sup>th</sup> May 2023</p> <p>Purdah begins 27<sup>th</sup> March 2023.</p>	<p>Guidance for Candidates can be found at <a href="#">Parish council elections in England   Electoral Commission</a></p> <p>Nomination papers for Parish Elections can be found at <a href="#">Nomination papers - Parish Elections England (DOC)   Electoral Commission</a></p> <p>Guidance regarding Purdah has been previously circulated but also attached.</p>
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**22/098 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 £6.94 to top up the Monzo card to £200. See Monzo expenditure list page 9
- (iii) Dog and Litter Bin emptying contract at Bittell Road playing fields.
- (iv) Lengthsman Work/Services partnership working agreement.
- (v) Agree quarterly meeting dates for the Finance and GP Committee.

**22/099 Environment & Community Wellbeing**

- a) Parkers Piece Playing Field play equipment drainage update. The wooden steppingstone type blocks were found split and damaged and therefore the OPC has removed them.
- b) Bittell Road traffic speed / pedestrians crossing
- c) Application for Village Green Status for the field adjoining footpath BG507.
- d) Welcome Back Fund Grant – The fruit trees have been planted in Bittell Road playing fields and the Pollinator site.
- e) Flood level marker post Hewell Road.
- f) Wicksteed Millennium Park Inspection Report.
- g) Review of Warm Space events.
- h) Reeves Tree Surgeons 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. They will check the site on 24/2 to ensure ground is not too wet for equipment.
- i) Community Events – Community Walk and Brass Beatz 24<sup>th</sup> June.
- j) Change of date for proposed Food Festival to 23<sup>rd</sup> September.
- k) Social Eats have offered to host a Music and Street Food Festival Event in Bittell Road playing fields. Dates available are the 10<sup>th</sup> June or the 23<sup>rd</sup> September. Event would start at 12 noon until 10pm. Managed completely by Social Eats including security, parking wardens, promotion etc. They will pay £2k for the hire of the field. They could also hold a firework display on 2<sup>nd</sup>, 3<sup>rd</sup>, 5<sup>th</sup> November 5pm until 10pm.
- l) Decide date for Christmas lights switch on event. Alvechurch Xmas event is on 2<sup>nd</sup> December 2023.

**22/100 Planning**

- a) Responses to consultations received including:

BDC ref	Site Address	Proposal
<b>22/01617/FUL</b>	Sandhills Farm, Sandhills Green, Barnt Green, Birmingham,	Replacement garage

BGPC Recommendation:  
TBC

BDC ref	Site Address	Proposal
<b>22/01514/FUL</b>	Hawthorn, Aqueduct Lane, Alvechurch, Birmingham	Replacement garage
BGPC Recommendation: Barnt Green Parish Council recommends approval.		
BDC ref	Site Address	Proposal
<b>23/00102/FUL</b>	17 Cherry Hill Avenue, Barnt Green Birmingham Worcestershire B45 8LA	First floor extension over existing garage and single storey rear extensions to replace existing
BGPC Recommendation: TBC		

**22/101 Date and Venue of Next Meetings**

Next Parish Council Meeting, Monday 20 March 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  
14 February 2023

Agenda Item 22/098 (i) To approve the current financial position and bills paid.

## February 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>
239	PAYE			
238	Pension contributions			
232	Street Light Energy	2,256.95	112.85	2,369.80
233	Office Energy	17.94	0.90	18.84
242	Street Light Energy	60.11	3.00	63.11
243	Street Light Energy	281.86	14.09	295.95
240	Office Energy	30.01	1.50	31.51
241	Office Energy	75.13	3.76	78.89
222	Outdoor Parish Caretaker	498.00		498.00
226	Christmas lights hire and final purchase	1,500.00	300.00	1,800.00
221	Grounds maintenance at playing field	228.41	45.68	274.09
224	Training - Clerk	25.00	5.00	30.00
225	Christmas Tree Lights Dismantle	1,500.00	300.00	1,800.00
227	Dog bags	148.95	29.79	178.74
230	Office landline, broadband & calls	33.37	6.67	40.04
223	Christmas Brass Band	150.00		150.00
228	Lengthsman Work	141.75		141.75
237	PAYE			
231	Street Lamp Repair	320.00	64.00	384.00
235	Membership renewal	36.00		36.00
234	Data Protection Annual Fee	35.00		35.00
229	Local Councils Update Subscription Renewal	110.00		110.00
236	Salary			
244	Petty cash top up	6.94		6.94

Agenda Item 22/098 (i) To approve the December Bank Reconciliation 2022

8 February 2023 (2022-2023)

**Barnt Green Parish Council**

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

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

<b>A</b>	<b>Bank Reconciliation at 31/12/2022</b>		
	Cash in Hand 01/04/2022		109,011.70
	<b>ADD</b> Receipts 01/04/2022 - 31/12/2022		81,440.50
	<b>SUBTRACT</b> Payments 01/04/2022 - 31/12/2022		190,452.20
	Cash in Hand 31/12/2022 (per Cash Book)		<b>124,093.32</b>
<b>B</b>	Cash in hand per Bank Statements		
	Petty Cash 31/12/2022	0.00	
	Cambridge Building Society 31/12/2022	64,785.55	
	Unity Bank Deposit Account 31/12/2022	58,951.26	
	Unity Bank Current Account 31/12/2022	356.51	
			<b>124,093.32</b>
Less unrepresented payments			
		124,093.32	
Plus unrepresented receipts			
<b>Adjusted Bank Balance</b>		<b>124,093.32</b>	
	<b>A = B Checks out OK</b>		

Agenda Item 22/098 (i) To approve the January Bank Reconciliation 2023

6 February 2023 (2022-2023)

**Barnt 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 31/01/2023</b>		
	Cash in Hand 01/04/2022		109,011.70
	<b>ADD</b>		
	Receipts 01/04/2022 - 31/01/2023		86,377.27
			195,388.97
	<b>SUBTRACT</b>		
	Payments 01/04/2022 - 31/01/2023		69,947.33
<b>A</b>	Cash in Hand 31/01/2023 (per Cash Book)		125,441.64
	Cash in hand per Bank Statements		
	Petty Cash 31/01/2023	0.00	
	Cambridge Building Society 31/01/2023	64,785.55	
	Unity Bank Deposit Account 31/01/2023	54,651.26	
	Unity Bank Current Account 31/01/2023	6,004.83	
			125,441.64
	Less unrepresented payments		
			125,441.64
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		125,441.64
	<b>A = B Checks out OK</b>		

Agenda item 22/098 ii) To be advised of any expenditure decisions taken by EO.

Monzo Reconciliation up to 8.02.23					
Voucher	Date	Description	Supplier	Expenditure	Deposit
		Opening Balance			<b>200.00</b>
<b>42</b>	12.01.23	1st class stamp for VAT reclaim to HMRC	Post Office	0.95	
<b>43</b>	19.01.23	AA batteries for clock/heating control	Tonys Handyman	5.99	
			Balance		193.06
			<b>Topup Request</b>		6.94