

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 19th June 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 23/143 a) 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

23/140 Apologies

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

23/141 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 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.

23/142 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

23/143 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)

23/144 To adopt previous minutes

- a) To approve adoption of the minutes of the Annual parish council meeting held 15th May 2023, previously circulated but also attached.

23/145 Annual Business

- i. **Review of Policies:**
 - a) Health and Safety Policy

23/146 Chairman's Report - A verbal report may be given during this agenda item.

23/147 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) Nil election returns and Registerable Interest Forms | Councillors should all of submitted both of these forms. |
| b) Declaration of Acceptance of Office | Cllr Pardo Roques and Cllr Roberts to sign their forms. |
| c) Worcestershire Division Boundaries | Public consultation closes on 24/7/23. New electoral arrangements will come into effect at the local elections in May 2025. |
| d) Fresh Air Fitness Hip Twister | Due to vandalism the hip twister pad requires replacing at a cost of £147.20 excl VAT. The repair to be carried out on the 10 th June 23. |
| e) Police Priorities | The following priorities have been submitted: 1. Theft (dwelling) 2. Speeding - Blackwell Road 3. Pavement parking Sandhills Road |
| f) Abandoned car | A resident reported a Honda Civic that has been left in the Community Car Park for a few months. The car was declared SORN and does not have an MOT. The car has been reported to the DVLA. |
| g) Millennium Park Multi Play equipment | A log used to climb on the equipment has a part missing. Wicksteed are to quote for replacement log. |

23/148 Finance

- (i) To note the current financial position, income and bills for payment. See page 4 of the agenda.
- (ii) To be advised of any expenditure decisions taken by Executive Officer. A request of £176.34 to top up the Monzo card to £200. See Monzo expenditure list page 8.

23/149 Environment & Community Wellbeing

- a) Bittell Road Playing Field play equipment- further drainage works quote.
- b) Flood level marker post Hewell Road.
- c) Lack of departure screens and PA on Platform 1 at Barnt Green train station.
- d) Station Lifts – commencement of work.
- e) Millennium Park wetpour installation.
- f) Pruning of the lime trees in Millennium Park that overhang the Friends Meeting House.
- g) Community Events – Community Walk and Brass Beatz 24th June.
- h) Social Eats Music and Street Food Festival Event in Bittell Road playing fields on the 16th September.
- i) Millennium Park dogs in children's play area – OPC to install 'No Dog' signs beside the entrance gate.
- j) Hanging baskets and planters on Hewell Road.
- k) Pollinator Site. Lawn mowings have been dumped on the site. The area in front of the low rope fence has been strimmed.

23/150 Planning

a) Responses to consultations received including:

| BDC ref | Site Address | Proposal |
|---|--|--|
| 23/00600/FUL | Sandhills Farm , Sandhills Green, Barnt Green, Worcestershire, | Front single storey extension with pitched roof over |
| BGPC Recommendation: Barnt Green Parish Council. | | |
| BDC ref | Site Address | Proposal |
| 23/00601/FUL | Sandhills Farm , Sandhills Green, Barnt Green, Worcestershire, | Equestrian building |
| BGPC Recommendation: Barnt Green Parish Council. | | |

23/151 Date and Venue of Next MeetingsNext Parish Council Meeting, Monday 17th July 2023 7pm at 80 Hewell Road.*E Choudry*

| |
|---|
| Council Members: R Cholmondeley (Chairman), C Hotham (Vice-Chairman), P Perry, S Whitehand, O Pardo Roques, M Roberts, J Baldwin and L Williams |
|---|

Eleanor Choudry
Executive Officer
13th June 2023

Agenda Item 23/148 (i) To approve the current financial position and bills paid.

Income received

Barnt Green Parish Council
RECEIPTS LIST

| Voucher | Description | Total |
|----------------|-------------------------------|--------------|
| 5 | Playing Field Hire | 5.00 |
| 6 | Vat Reclaim 1.1.23 to 31.3.23 | 1,245.10 |

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Agenda Item 23/148 (i) To approve the current financial position and bills paid.

May Payments Report

PAYMENTS (AWAITING AUTHORISATION) LIST

| Voucher | Description | Net | VAT | Total |
|----------------|--|-----------------|--------------|-----------------|
| 36 | Annual insurance | 1,372.71 | | 1,372.71 |
| 37 | Repair to playground equipment Millenr | 130.40 | 26.08 | 156.48 |
| 38 | Office Energy | -45.93 | -2.30 | -48.23 |
| 39 | Office Energy | 56.30 | 2.82 | 59.12 |
| 40 | Office Energy | 46.13 | 2.31 | 48.44 |
| 41 | Office landline, broadband & calls | 22.41 | 4.48 | 26.89 |
| 42 | Street Light Energy | 24.51 | 1.23 | 25.74 |
| 43 | Office landline, broadband & calls | 142.64 | 28.53 | 171.17 |
| 44 | Street Light Energy | 168.30 | 8.42 | 176.72 |
| 45 | Street Light Energy | 309.50 | 15.48 | 324.98 |
| 46 | Office Energy | 11.41 | 0.57 | 11.98 |
| | | 2,238.38 | 87.62 | 2,326.00 |

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June payments report

Barnt Green Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

| Voucher | Description | Net | VAT | Total |
|----------------|--|------------|------------|--------------|
| 47 | Water level marker post | | 25.00 | 150.00 |
| 48 | Grounds maintenance Verges High Street & Orchard Croft | | | 120.00 |
| 48 | Grounds maintenance Verges High Street & Orchard Croft | | | 35.00 |
| 49 | Hanging baskets | | 104.93 | 629.58 |
| 50 | Office landline, broadband & calls | | 5.75 | 34.51 |
| 51 | Outdoor Parish Caretaker | | | 544.50 |
| 52 | Grounds maintenance at playing field | | 45.68 | 274.09 |
| 53 | Lengthsman Work | | | 207.84 |
| 54 | Grounds maintenance at Millennium Park | | | 120.00 |
| 54 | Grounds maintenance at Millennium Park | | | 70.00 |
| 54 | Grounds maintenance at Millennium Park | | | 20.00 |
| 55 | Salary | | | |
| 56 | PAYE | | | |
| 57 | PAYE | | | |
| 58 | Pension contributions | | | |

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Agenda Item 23/148 (i) To approve the May Bank Reconciliation 2023

Bart 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 31/05/2023 | | |
| | Cash in Hand 01/04/2023 | | 110,006.54 |
| | ADD Receipts 01/04/2023 - 31/05/2023 | | 36,378.25 |
| | | | 146,384.79 |
| | SUBTRACT Payments 01/04/2023 - 31/05/2023 | | 12,959.31 |
| A | Cash in Hand 31/05/2023 (per Cash Book) | | 133,425.48 |
| | Cash in hand per Bank Statements | | |
| | Petty Cash 31/05/2023 | 0.00 | |
| | Cambridge Building Society 31/05/2023 | 71,785.55 | |
| | Unity Bank Deposit Account 31/05/2023 | 59,544.02 | |
| | Unity Bank Current Account 31/05/2023 | 2,095.91 | |
| | | | 133,425.48 |
| | Less unrepresented payments | | |
| | | | 133,425.48 |
| | Plus unrepresented receipts | | |
| B | Adjusted Bank Balance | | 133,425.48 |
| | A = B Checks out OK | | |

| Monzo Reconciliation up to 8th June 2023 | | | | | |
|--|----------|-----------------------------|----------------------|-------------|---------------|
| Voucher | Date | Description | Supplier | Expenditure | Deposit |
| | | Opening Balance | | | 200.00 |
| 3 | 11.05.23 | Toilet rolls | Tesco | 5.95 | |
| 4 | 15.05.23 | Communty Walk banners x 3 | Banner Warehouse | 84.73 | |
| 5 | 15.05.23 | Community Walk flyers x 250 | Vistaprint | 29.68 | |
| 6 | 04.06.23 | ESET Internet Security | ESET | 39.98 | |
| 7 | 08.06.23 | Office kettle | Tonys Handyman | 16.00 | 176.34 |
| | | Topup | | | |
| | | | Balance | | 23.66 |
| | | | Topup Request | | 176.34 |