

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 18th March 2024 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 23/233 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

23/230 Apologies – WCC Cllr Kriss.

23/231 Declarations of Interest: Councillors are reminded that to ensure transparency and retain public confidence in the council's decisions they are required to -

- Keep their Register of Interests form up to date;
- 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.

23/232 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

23/233 Open Session – Participation to hear from:

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

23/234 To adopt previous minutes

- To approve adoption of the minutes of the Ordinary parish council meeting held 19th February 2024, previously circulated but also attached.

23/235 Meetings / Training Attended – EO Clerks Gathering 28/2/24.

23/236 Annual Business

i. Governance arrangements:

a) Review of council policies

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

- a) Data Protection Policy
- b) Child, Young Adult and Vulnerable Person Protection Policy
- c) Equal Opportunities Policy
- d) Sickness Absence Policy
- e) Financial Regulations – Amendment - Monzo debit card limit increased to £500.

23/237 Consultations

Consultation	Details/Comments	Dates
Local Government Boundary Commission England Recommendations for Worcestershire Electoral Boundaries	Alvechurch and Wythall division will have 2 councillors and include Alvechurch, Barnt Green, Beoley and Wythall. Documents available at www.lgbce.org.uk/all-reviews/worcestershire Comments can be made by emailing reviews@lgbce.org.uk	From 9/1 to 18/3/24. The final recommendations will be publicised on 2/7/24.
<p>Comment</p> <p>Barnt Green Parish Council is opposed to the proposals on a point of principle, that being where 2 councillors are proposed to represent one county council ward. We note that this is proposed in a number of other wards within Worcestershire. The existence of two county councillors will double the communication on county level issues which will be more bureaucratic, generate a greater workload, increase costs and may ultimately involve passing additional costs to council taxpayers who are represented by a parish council.</p> <p>Within a bigger ward with two councillors, the voice of a small parish council will carry less weight, so the views of the residents in that parish may be marginalised which we feel goes against the better principles of democratic representation.</p> <p>Barnt Green Parish Council has a practical concern where it may be represented by 2 county councillors with opposing views. If one county councillor is in favour and the other against a proposal, the parish council's position is neutralised. The effect is that the role of the Parish Council is diminished and, again, the democratic process fails the residents of such a parish council.</p>		
WCC Revised Planning Validation Document	Documents available at www.worcestershire.gov.uk/planning-applications Comments sent to validdoc@worcestershire.gov.uk	Until 11/3/24.
No Comment		

Worcestershire Local Nature Recovery Strategy Issues & Options	Documents available at www.worcestershire.gov.uk/lnrs Questionnaire is online.	From 15/1 to 23/2/24.
Comment No comment. Cllr Roberts added habitat areas to the map.		
Consultation on parking charges on the Lickey Hills	Awaiting full details.	BGPC to respond when consultation opens.
Comment		

23/238 Chairman's Report – A verbal report may be given during this agenda item.

23/239 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	Further information has been added to the Network Rail website. The Project Team from Network Rail are to attend the Annual Parish Meeting to give a presentation to residents about the station lifts with the opportunity to ask questions. The meeting will be held at the Friends Meeting House, Sandhills Rd on the 22 nd April at 7pm.
b) Network Rail dilapidated fence near Pollinator site.	The EO contacted Network Rail on 20.12.23 and sent requested photos on 8.1.24. Network Rail responded on 22.1.24 to state that they can remove the fence if we wish. They will only take responsibility for the maintenance of the vegetation if it encroaches on the footpath. NR confirmed the PC could erect a post and rail fence and trim the vegetation. On 27.2.24 NR had removed the fence and trimmed the vegetation.
c) Vandalised seating	The vandalised seating at the station has been replaced.
d) West Mercia Police Crime Commissioner Safer Roads Fund	The EO has made an application for a solar powered VAS to be installed at Fiery Hill Road following 4 accidents happening in the space of 4 weeks. The application was supported by WCC Cllr Kriss and West Mercia Police Safer Neighbourhood Team. We are waiting to hear if the application was successful.
e) Office Smart Meter	Pozitive Energy fitted a gas smart meter on the 4 th March.
f) Equan EVC Declaration regarding registration of lease	The declaration has been mislaid by the solicitors and therefore the lease needs to be signed again. The lease is to be exactly the same except for BMM Energy Solutions Limited (the contractor) will no longer need to be a party to the lease as the works have been completed. The EO has contacted Cala for the new certificate giving permission for the new lease and is awaiting a response.

g) Lengthsman Work/Services	The hourly rate will increase by 7% for 2024.25 so will change from £17.32 to £18.50 per hour.		
h) Outdoor Parish Caretaker Tender	The current contract expires on 31 st March 2024. Only one tender was received, this was from the existing contractor. Agreement is sought for the contract from 1.4.2024 to 31.3.2027		
Andlin Cleaning & Maintenance Ltd			
YEAR	Cost per month	Cost per annum	Percentage increase on previous year
Apr 24 - Mar 25	£612	£7,344	NIL
Apr 25 - Mar 26	£689	£8,268	12.58 %
Apr 26 - Mar 27	£775	£9,300	12.48 %
The budget for 2024.25 is set at £8,000 which includes any additional work. Non recurring tasks will be charged at £20 per hour.			

23/240 Finance

- (i) To note the current financial position, income and bills for payment. See page 6 of the agenda.
- (ii) To be advised of any expenditure decisions taken by Executive Officer. See Monzo expenditure list page 8 of the agenda. A top up of £249.99 is requested to top up the Monzo card to £500.

23/241 Environment & Community Wellbeing

- a) Bittell Road Playing Field drainage works. Cllrs Cholmondeley and Hotham met with Richard Clewer, NWWM, on the 13th March to carry out an inspection.
- b) Bittell Road Playing Field children's play equipment.
- c) Millennium Park flagpole cleaner.
- d) Lack of departure screens and PA on Platform 1 at Barnt Green train station.
- e) Millennium Park wetpour resurfacing. The parts of the wetpour that reacted to the weather will be replaced with a green pattern. A provisional install date of the 20th March has been booked dependent on the weather.
- f) Pollinator Site. The volunteer group have collected the weed puller.
- g) The Longlands, new pedestrian crossing update. The electrical contractor has sent their quote for the works to WCC.
- h) Flooding risk from village stream which runs through Sandhills Road.
- i) Biodiversity Policy Requirement. LNRS Local Nature Recovery Strategy survey and Worcestershire Local Nature Recovery Strategy.
- j) Hedge on Hewell Road and trees covering streetlamp in Green Bank and other areas. Along the railway side of Hewell Road after Station Approach to the corner of Green Bank there are various hedges/trees that are blocking the streetlamps. The Environment Committee and EO to meet onsite to discuss work required. Meeting date to be agreed.
- k) Wicksteed Park Inspection reports. The EO has asked the OPC to carry out the 'moderate risk' repair to the multi play equipment highlighted on the report.

23/242 Planning

a) Responses to consultations received including:

BDC ref	Site Address	Proposal
24/00036/FUL	Westmead, Aqueduct Lane, Alvechurch, Worcestershire	Construction of a two storey extension to the side and a two storey extension to the front of the dwelling
BGPC Recommendation: TBC		

23/243 Date and Venue of Next Meetings

Next Parish Council Meeting, Monday 15th April 2024 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
7th March 2024

Agenda Item 23/240 (i) To approve the current financial position and bills paid.

February Income Report

34	29.02.2024	£181.25	£0.00	£181.25	2 Office Hire	Conexus Tuition
33	29.02.2024	£1,000.00	£0.00	£1,000.00	2 Electric Charging Point Rent	Equans

February Payments Report

220	29.02.2024	£354.95	£0.00	£354.95	Petty cash top up	Eleanor Choudry (Eleanor Choudry)
221	29.02.2024	£52.34	£2.62	£54.96	Office Energy	Positive Energy

March Payments Report

231	31.03.2024	£171.60	£8.58	£180.18	Street Light Energy	YU Energy
230	31.03.2024	£24.42	£1.22	£25.64	Street Light Energy	YU Energy
229	31.03.2024	£228.41	£45.68	£274.09	Grounds maintenance at playing field	Neil Hosking (Hosking Ground Maintenance)
228	31.03.2024	£544.50	£0.00	£544.50	Outdoor Parish Caretaker	Andlin Cleaning
227	31.03.2024	£28.76	£5.75	£34.51	Office landline, broadband & calls	BT
226	31.03.2024	£1,625.00	£0.00	£1,625.00	Office Rent	John Truslove
225	31.03.2024				PAYE	HMRC
224	31.03.2024				Salaries	Salaries
223	31.03.2024				PAYE	HMRC
222	31.03.2024				Pension contributions	NEST

Agenda Item 23/240 (i) To approve the February Bank Reconciliation 2024

4 March 2024 (2023-2024)

Bart Green Parish Council

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

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

A	Bank Reconciliation at 29/02/2024		
	Cash in Hand 01/04/2023		110,008.54
	ADD Receipts 01/04/2023 - 29/02/2024		88,888.65
			198,895.19
	SUBTRACT Payments 01/04/2023 - 29/02/2024		89,161.09
	Cash in Hand 29/02/2024 (per Cash Book)		109,734.10
B	Cash in hand per Bank Statements		
	Petty Cash	29/02/2024	0.00
	Unity Bank Current Account	29/02/2024	1,052.23
	Unity Bank Deposit Account	29/02/2024	35,180.52
	Cambridge Building Society	29/02/2024	73,501.35
			109,734.10
	Less unrepresented payments		
		109,734.10	
	Plus unrepresented receipts		
	Adjusted Bank Balance		109,734.10
	A = B Checks out OK		

Agenda Item 23/240 (ii) To be advised of any expenditure decisions taken by Executive Officer

Monzo Reconciliation up to 5th March 2024					
Voucher	Date	Description	Supplier	Expenditure	Deposit
		Opening Balance			500.00
39	20.02.24	Weed Puller	Amazon	34.99	
40	26.02.24	2 x rechargeable batteries for VAS ON Fiery Hill Road	Amazon	215.00	
					249.99
			Balance		250.01
			Topup Request		249.99