

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 15th April 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 24/247 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

24/244 Apologies.

24/245 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.

24/246 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

24/247 Open Session – Participation to hear from:

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

24/248 To adopt previous minutes

- a) To approve adoption of the minutes of the Ordinary parish council meeting held 18th March 2024, previously circulated but also attached.

24/249 Meetings / Training Attended – The EO attended Lengthsman Scheme training 25th March 2024.

The EO attended Canva training on the 19th March 2024.

The EO attended CALC Employment Changes training on 11th April 2024.

24/250 Annual Business – None.

24/251 Consultations- None.

24/252 Chairman’s Report – A verbal report may be given during this agenda item.

24/253 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>In our last update about our project to upgrade Barnt Green station, we showed you some of the ground investigation work that was taking place to help with the designs for the new lifts which will provide step-free access to all platforms.</p> <p>We’re pleased to confirm that the architectural designs have now been approved and we will be attending the parish annual meeting on 22nd April to speak to local residents about the designs and to answer any questions or queries you have about the scheme.</p> <p>Our design work will continue into the spring when we expect to provide a more detailed update on the project, including a better idea of when we expect our engineers to start construction on site.</p> <p>We hope to be able to provide an update soon on when we expect our engineers to start construction on site and as soon as we have confirmed timings, we’ll be carrying out local engagement with passengers and the community.</p>
b) Barnt Green Annual Parish Meeting	<p>The meeting is to be held on Monday 22nd April 2024 at the Friends Meeting House, 6 Sandhills Road, B45 8NR. Reports from local representatives along with a presentation from Network Rail about the station lifts will be delivered.</p>
c) West Mercia Police Crime Commissioner Safer Roads Fund	<p>The EO 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.</p>
d) Equan EVC Declaration regarding registration of lease	<p>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.</p> <p>The EO contacted Cala for the new certificate but this needs to now be issued by Foxhills Management Company as Cala have sold the land. The EO contacted Foxhills but was told that a Deed of Covenant is required from Equans (previously Engie Solutions). The EO awaiting a response from BDC solicitor.</p>

e) BDC Precept	The first precept instalment for 2024.25 was paid early into the financial year 2023.24. As this will increase the external audit costs CALC have contacted BDC and asked them to refund the affected parish councils with the increase of the audit cost.
f) Homeless Man.	A man has pitched a tent in Millennium Park and has been seen begging outside Tescos. BDC advised that he be reported to streetlink.org.uk who may be able to offer assistance. Both Streetlink and MAGS visited him and gave him additional sleeping bags. West Mercia SNT also made contact.

24/254 Finance

- (i) To note the current financial position, income and bills for payment. See page 5 of the agenda.
- (ii) To be advised of any expenditure decisions taken by Executive Officer. See Monzo expenditure list page 7 of the agenda. A top up of £288.38 is requested to top up the Monzo card to £500.
- (iii) The two councillors that authorise the online monthly payments are to be named in the minutes.
- (iv) The Finance Committee met on the 4th April 2024. The quarterly financial checks to 31st March 2024 were carried out by Cllr Williams. The budget to 31st March 2023/24 (attached) was inspected. Cllrs recommend the following:
 - i. £20k be transferred from Unity Deposit Account to the Cambridge Building Society to earn a higher rate of interest.
 - ii. The EO to be authorised to transfer money between Unity Bank accounts and the Cambridge Building Society.
 - iii. Cllr Williams be added as a fourth signatory to help with the punctuality of the online payment authorisations.
Recommendations to be agreed.

24/255 Environment & Community Wellbeing

- a) Bittell Road Playing Field children's play equipment. Cllrs Cholmondeley, Hotham and the EO met with Sovereign Play for the first of 3 quotes for replacement equipment.
- b) Millennium Park flagpole cleaner.
- c) Lack of departure screens and PA on Platform 1 at Barnt Green train station.
- d) Millennium Park wetpour resurfacing. The parts of the wetpour that reacted to the weather will be replaced with a green pattern. A date in April/May to be arranged.
- e) Pollinator Site update.
- f) The Longlands, new pedestrian crossing update.
- g) Flooding risk from village stream which runs through Sandhills Road. Cllr Hotham delivered the letters notifying property owners of their riparian responsibilities. The letters were written jointly from the PC and North Worcestershire Water Management (NWWM).
- h) Biodiversity.
- i) 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 met onsite on the 8th April to discuss work required.
- j) Wicksteed Park Inspection reports. The OPC has completed the 'moderate risk' repair to the multi play equipment highlighted on the report. He has advised that 2 posts and the rope bridge parts need

replacing due to wear and cracks in the wood making the items potentially unsafe.

- k) Rospa Play Safety Inspection Reports. Attached.

24/256 Planning

- a) Bromsgrove District Plan Update – Consultation Summer 2024.
b) Responses to consultations received including:

BDC ref	Site Address	Proposal
24/00277/FUL	Barnt Green Sports Club , Margesson Drive, Barnt Green, Worcestershire,	Installation of 3 uncovered Padel Courts on vacant land adjoining existing tennis courts
BGPC Recommendation: TBC		

24/257 Date and Venue of Next Meetings

Next Parish Council Meeting, Monday 20th May 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
9th April 2024

Agenda Item 24/254 (i) To approve the current financial position and bills paid.

March Income Report

40	31.03.2024	£37,750.00	£0.00	£37,750.00	Precept first half early for 2024.25	Bromsgrove District Council
39	31.03.2024	£276.25	£0.00	£276.25	Credit interest	Unity Bank
38	31.03.2024	£125.00	£0.00	£125.00	Professional Fees - Lease on Millennium Park (Cadent Gas)	Cadent Gas
37	31.03.2024	£207.84	£0.00	£207.84	Lengthsman refund	Worcestershire County Council
36	31.03.2024	£207.84	£0.00	£207.84	Lengthsman refund	Worcestershire County Council
35	31.03.2024	£200.00	£0.00	£200.00	Term 3 of hire of playing field	Total Football

March Payments Report

234	31.03.2024	£18.00	£0.00	£18.00	Bank Service Charge	Unity Bank
233	31.03.2024	£249.99	£0.00	£249.99	Petty cash top up	Eleanor Choudry (Eleanor Choudry)
232	31.03.2024	£49.89	£2.49	£52.38	Office Energy	Positive Energy

April Income report

1	30.04.2024	£17.50	£0.00	£17.50	Office Hire	Conexus Tuition
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April Payments Report

15	30.04.2024	£288.38	£0.00	£288.38	Petty cash top up	Eleanor Choudry (Eleanor Choudry)
14	30.04.2024	£140.00	£0.00	£140.00	Outdoor Parish Caretaker	Andlin Cleaning
13	30.04.2024	£612.00	£0.00	£612.00	Outdoor Parish Caretaker	Andlin Cleaning
12	30.04.2024	£50.00	£10.00	£60.00	Online subscription Parish Online	GeoXphere - Parish Online
11	30.04.2024	£29.27	£5.85	£35.12	Office landline, broadband & calls	BT
10	30.04.2024	£25.55	£1.28	£26.83	Street Light Energy	YU Energy
9	30.04.2024	£177.39	£8.87	£186.26	Street Light Energy	YU Energy
8	30.04.2024				Employers NI	HMRC
7	30.04.2024				Pension contributions	NEST
6	30.04.2024				PAYE	HMRC
5	30.04.2024				Salary	Salaries
4	30.04.2024	£207.84	£0.00	£207.84	Lengthsman Work	Bromsgrove District Council
3	30.04.2024	£207.84	£0.00	£207.84	Lengthsman Work	Bromsgrove District Council
2	30.04.2024	£228.41	£45.68	£274.09	Grounds maintenance at playing field	Neil Hosking (Hosking Ground Maintenance)
1	30.04.2024	£188.00	£37.60	£225.60	ROSPA Annual play equipment inspections	ROSPA

Agenda Item 24/254 (i) To approve the March Bank Reconciliation 2024

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 31/03/2024		
	Cash in Hand 01/04/2023		110,006.54
	ADD		
	Receipts 01/04/2023 - 31/03/2024		127,855.58
			237,862.12
	SUBTRACT		
	Payments 01/04/2023 - 31/03/2024		94,203.57
A	Cash in Hand 31/03/2024 (per Cash Book)		143,458.55
	Cash in hand per Bank Statements		
	Petty Cash 31/03/2024	0.00	
	Unity Bank Current Account 31/03/2024	1,550.43	
	Unity Bank Deposit Account 31/03/2024	68,406.77	
	Cambridge Building Society 31/03/2024	73,501.35	
			143,458.55
	Less unrepresented payments		
			143,458.55
	Plus unrepresented receipts		
B	Adjusted Bank Balance		143,458.55
	A = B Checks out OK		

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Agenda Item 24/254 (ii) To be advised of any expenditure decisions taken by Executive Officer

Monzo Reconciliation up to 3rd April 2024					
Voucher	Date	Description	Supplier	Expenditure	Deposit
		Opening Balance			500.00
41	08.03.24	Adobe Acrobat subscription	Adobe	156.89	
42	16.03.24	Microsoft subscription	Microsoft	79.99	
43	02.04.24	Wildflower seeds for pollinator site	Landlife Wildflowers	51.50	288.38
			Balance		211.62
			Topup Request		288.38