

# **BARNT GREEN PARISH COUNCIL**

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

**0121 447 9893**

**exec@barntgreen.org.uk**  
**www.barntgreen.org.uk**



## **Summons and Notice of Meeting**

Members are summoned to the **Ordinary Parish Council** meeting to be held on **Monday 17<sup>th</sup> June 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 24/278 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**

**24/275 Apologies** – WCC Cllr Kriss, Cllr Hotham.

**24/276 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.

**24/277 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

**24/278 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). Apologies received.
- d) Bromsgrove District Councillor - Charles Hotham (Barnt Green & Hopwood). Apologies received.

**24/279 To adopt previous minutes**

- a) To approve adoption of the minutes of the Annual parish council meeting held on 20<sup>th</sup> May 2024, previously circulated but also attached.

**24/280 Meetings / Training Attended**

**24/281 Governance arrangements**

**a) Review of council policy:**

The following policy has been circulated prior to the meeting for review:

- (i) Review of the Health and Safety Policy

**24/282 Consultations- None.**

**24/283 Chairman's Report – A verbal report may be given during this agenda item.**

**24/284 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	Network Rail drop-in session, dates within the first two weeks of August to be agreed.
b) West Mercia Police Crime Commissioner Safer Roads Fund	The fully funded solar powered Vehicle Activated Sign (VAS) to be installed at Fiery Hill Road has been collected by Richard Cenci, Highways Liaison Officer. He will contact the EO when they have a date for install.
c) Land in Millennium Park by the parish council shed	A request has been received to purchase the land in Millennium Park to the right of the children's play area where the shed is situated. Cllrs to consider the sale and agree a decision.
d) Sale of 80 Hewell Road	The agent advised they are instructing the solicitor on the sale and will advise the EO when the change of ownership occurs. The PC lease ends 7.11.28. The rent is fixed until 7.12.26. Rubbish has been cleared by the agent from the rear of the building. The agent has requested the salt and traffic cones be stored elsewhere. Work to investigate the damp area in the meeting room is due to start. A dehumidifier has been set up in the meeting room.
e) Hanging baskets / Planters / Plaque	The hanging baskets have been distributed to the shops and the planters have been filled with summer plants. A plaque has been added to the tiered planter outside Barnt Green Dental Practice to thank them for their £200 donation towards the plants. The next Bulletin will also acknowledge their contribution.
f) Grant Application received from Barnt Green Cricket Club	The Cricket Club are seeking £500 to purchase deck chairs along with cushions for existing benches to encourage people to go and watch the cricket. See attached application form.
g) .gov.uk email and website address	Parish councils are being encouraged to own a .gov.uk domain. This will make it easy for anyone to identify the PC as a government organisation. Benefits include: <ul style="list-style-type: none"><li>• trust and credibility</li><li>• security and reliability</li><li>• professional image</li></ul>

	<ul style="list-style-type: none"> <li>• ease of recognition</li> <li>• trusted emails</li> <li>• proactively monitored by the Central Digital &amp; Data Office (CDDO)</li> <li>• domain based in the UK and therefore better legal protection.</li> </ul> <p>For the domain the cost is £10 p.a. for 2 years and then £30 p.a. every year thereafter. Our existing provider would invoice the CDDO for an available grant of £100 therefore the set-up cost to move email and domain would be £76 after deduction of the grant.</p> <p>We would have the choice of one of the following website addresses:</p> <ul style="list-style-type: none"> <li>• <a href="http://barntgreen-pc.gov.uk">barntgreen-pc.gov.uk</a></li> <li>• <a href="http://barntgreenparish.gov.uk">barntgreenparish.gov.uk</a></li> <li>• <a href="http://barntgreenparishcouncil.gov.uk">barntgreenparishcouncil.gov.uk</a></li> </ul> <p>We currently pay £15 per month for the .org.uk domain and email addresses.</p>
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**24/285 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 £219.54 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 4<sup>th</sup> April 2024 and recommendations included:  
Cllr Williams be added as a fourth signatory to help with the punctuality of the online payment authorisations. Cllr Hotham, Cllr Perry and Cllr Williams to sign the Account Management Submission Form.

**24/286 Environment & Community Wellbeing**

- a) Bittell Road Playing Field children’s play equipment. Quotes attached.
- b) Lack of departure screens and PA on Platform 1 at Barnt Green train station.
- c) Millennium Park wetpour resurfacing. The parts of the wetpour that reacted to the weather have been replaced with green spots of wetpour.
- d) Pollinator Site update. The volunteer group have collected the trimmer/goggles from Tonys Handyman. The EO and the Volunteer Group have reported the 2 x Japanese Knotweed stems on the site to BDC online. The Volunteer Group have asked whether they can paint the wooden part of the fence bollard posts black. Please see attached photo. There is two metres length of bare soil between the tufts of grass and the Volunteer Group have asked if they can plant camomile and flowering thymes in the gaps. Quote attached. It is hoped that the planting would also stop the cars parking and churning up the ground.
- e) The Longlands, new pedestrian crossing update.
- f) Biodiversity. Community Orchard in Bittell Road playing fields. Funding

- available from the Coronation Heritage Living Fund. Cllr Roberts to update regarding the ordering of fruit trees for planting in the autumn.
- g) 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 EO seeking quotes for work to be carried out after the bird nesting season in September.
  - h) Wicksteed Park Inspection reports. The EO has ordered a replacement rope bridge. Cost of the bridge and bridge end timber is £1385, to include install is £1685 excluding VAT.
  - i) Rospa Play Safety Inspection Reports. Fresh Air Fitness are to repair the restrictors on the Airwalk and Skier in Bittell Road playing fields. The repair costs £255 and is booked for 22<sup>nd</sup> June.

## 24/287 Planning

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

BDC ref	Site Address	Proposal
<b>24/00553/FUL</b>	3 Sandhills Lane, Barnt Green, Worcestershire, B45 8NU	Change of roof to single storey side and rear extension from flat to pitched; garage conversion to habitable room.
BGPC Recommendation: TBC		
BDC ref	Site Address	Proposal
<b>24/00514/FUL</b>	1 Poplar Drive, Barnt Green, Worcestershire, B45 8NQ	Two storey and first storey front extensions, pitch roof over and single storey extension to rear of existing side flat roofed garage.
BGPC Recommendation: TBC		
BDC Appeal ref	Site Address	Appeal
APP/P1805/C/24/3341175	24 Fiery Hill Road, Barnt Green, Worcestershire, B45 8LG.	Without planning permission, the erection of an additional storey
BGPC Recommendation: TBC		

## 24/288 Date and Venue of Next Meetings

Next Parish Council Meeting, Monday 15<sup>th</sup> July 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  
11<sup>th</sup> June 2024

Agenda Item 24/285 (i) To approve the current financial position and bills paid.

Item authorised in May but was not paid due to insufficient funds. To be paid in June.

25	31.05.2024	£1,324.20	£264.84	£1,589.04	Dog & Litter Bin Emptying - Bittell Road Playing Field	Bromsgrove District Council
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### May Payments Report

40	31.05.2024	£49.11	£2.46	£51.57	Office Energy	Positive Energy
39	31.05.2024	£128.73	£6.44	£135.17	Office Energy	Positive Energy

### June Income Report

5	03.06.2024	£200.00	£0.00	£200.00	Donation from Barnt Green Dental towards cost of plants	Barnt Green Dental
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### June Payments Report

58	30.06.2024	£219.54	£0.00	£219.54	Petty cash top up	Eleanor Choudry (Eleanor Choudry)
57	30.06.2024	£210.00	£0.00	£210.00	Grounds maintenance at Millennium Park	John S Bishop
56	30.06.2024	£1,625.00	£0.00	£1,625.00	Office Rent	John Truslove
55	30.06.2024	£222.00	£0.00	£222.00	Lengthsman Work	Bromsgrove District Council
54	30.06.2024	£244.00	£0.00	£244.00	Annual Membership	SLCC
53	30.06.2024	£228.41	£45.68	£274.09	Grounds maintenance at playing field	Neil Hosking (Hosking Ground Maintenance)
52	30.06.2024				PAYE	HMRC
51	30.06.2024				Salaries	Salaries
50	30.06.2024				Employers NI	HMRC
49	30.06.2024				Pension contributions	NEST
48	30.06.2024	£24.71	£1.24	£25.95	Street Light Energy	YU Energy
47	30.06.2024	£148.76	£7.44	£156.20	Street Light Energy	YU Energy
46	30.06.2024	£32.47	£6.49	£38.96	Office landline, broadband & calls	BT
45	30.06.2024	£612.00	£0.00	£612.00	Outdoor Parish Caretaker	Andlin Cleaning
44	30.06.2024	£524.65	£104.93	£629.58	Hanging baskets	Where Next
43	30.06.2024	£1,082.29	£0.00	£1,082.29	Annual insurance	Clear Councils
42	30.06.2024	£64.35	£12.87	£77.22	Dog bags	JRB Enterprise Ltd
41	30.06.2024	£1,275.00	£255.00	£1,530.00	Summer planting - planters	Oasis Flowers

Agenda Item 24/285 (i) To approve the May Bank Reconciliation 2024

3 June 2024 (2024-2025)

**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 31/05/2024</b>		
	Cash in Hand 01/04/2024		143,458.55
	<b>ADD</b> Receipts 01/04/2024 - 31/05/2024		4,544.94
	<b>SUBTRACT</b> Payments 01/04/2024 - 31/05/2024		148,003.49
	Cash in Hand 31/05/2024 (per Cash Book)		11,790.93
			<b>136,212.56</b>
<b>B</b>	Cash in hand per Bank Statements		
	Petty Cash	31/05/2024	0.00
	Unity Bank Current Account	31/05/2024	175.98
	Unity Bank Deposit Account	31/05/2024	44,124.27
	Cambridge Building Society	31/05/2024	93,501.35
			<b>137,801.60</b>
	Less unrepresented payments		1,589.04
		136,212.56	
	Plus unrepresented receipts		
	<b>Adjusted Bank Balance</b>		<b>136,212.56</b>
	<b>A = B Checks out OK</b>		

Agenda Item 24/285 (ii) To be advised of any expenditure decisions taken by Executive Officer

Monzo Reconciliation up to 11th June 2024					
Voucher	Date	Description	Supplier	Expenditure	Deposit
		Opening Balance			<b>500.00</b>
<b>5</b>	23.05.24	Office wall clock	Tonys Handyman	10.00	
<b>6</b>	23.05.24	Toilet rolls	Tesco	3.15	
<b>7</b>	23.05.24	Signed for postage for ECVC lease to BDC	Post Office	8.95	
<b>8</b>	30.05.24	Miracle-Gro Plant food for planters 2kg	Amazon	15.99	
<b>9</b>	30.05.24	Plaque for planter sponsored by Barnt Green Dental	Amazon	9.99	
<b>10</b>	30.05.24	Annual internet security	ESET	39.98	
<b>11</b>	11.06.24	Strimmer, goggles and blades for pollinator site	Tonys Handyman	131.48	219.54
			Balance		280.46
			<b>Topup Request</b>		<b>219.54</b>