

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 **Thursday 28th November 2024 at 7.00pm at 80 Hewell Road, Barnt Green, B45 8NF**

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 24/341 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

24/337 Apologies

24/338 Parish Councillor Vacancy An application for the vacancy has been received from Sally Tucker and circulated to parish councillors. Sally is unable to attend the October meeting but will attend the November meeting.

24/339 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.

24/340 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.

24/341 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).

24/342 To adopt previous minutes

- a) To approve adoption of the minutes of the Ordinary parish council meeting held on 21st October 2024, previously circulated but also attached.

24/343 Meetings / Training Attended

24/344 Governance arrangements

a) Review of council policy:

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

- i) Balances and Reserves

24/345 Consultations-

Invitation to comment as a registered statutory consultee for our draft Neighbourhood Plan under The Neighbourhood Planning (General) Regulations 2012.

About the Neighbourhood Plan

This Neighbourhood Plan covers the civil parish of Wythall, located in the District of Bromsgrove and situated within the northeastern corner of Worcestershire. Wythall shares boundaries with Birmingham City Council and Solihull Metropolitan Borough Council. The designated Neighbourhood Area is consistent with the parish boundary. The parish is rural in character and comprises of three main settlements, Hollywood, Wythall village and Major's Green. These are separated from each other by Green Belt. Walkers Heath, whilst in the Parish, is part of the Birmingham conurbation. Other smaller settlement areas are washed over by Green Belt. The total population is around 12,269 living in 5,100 households.

Why your comments matter

Your consultation responses will be used to inform the final version of the Wythall Neighbourhood Plan. A consultation feedback report will be presented to Bromsgrove District Council with our Neighbourhood Plan submission.

The consultation period runs until 20th December 2024. You can access the Plan documents on our website: [Wythall Neighbourhood Plan Regulation 14 Consultation – Wythall Parish Council](#)

Feedback can be provided via the survey which is available on the website, or by email to: info@wythall-pc.gov.uk or by post to: Wythall Parish Council, Beaudesert Road, Hollywood, B47 5DP

If you have any queries, please call 01564 823149 or email info@wythall-pc.gov.uk.

Comments will be published with your name and organisation (where applicable). No other personal details will be made public. The details of all respondents will be held on a database maintained by the parish council. The database will be used solely for matters relating to the Neighbourhood Plan.

Worcestershire County Council Enforcement Plan review 2024

Worcestershire County Council, as the County Planning Authority are responsible for the monitoring of planning conditions attached to planning permissions for minerals developments, waste management facilities, and the County Council's own developments, such as libraries, schools, roads and railway stations. In addition, it investigates allegations of breaches of planning control associated with mineral and waste activities.

The Enforcement Plan has been reviewed to take account of the updated guidance contained in the Government's Planning Practice Guidance (PPG), and the revised National Planning Policy Framework (NPPF) December 2023.

The Enforcement Plan sets out how the council will operate its planning enforcement function. The reviewed Enforcement Plan can be found as follows: <https://worcestershire.gov.uk/EnforcementPlanConsultation>

If you would like to make any comments on the content of the document, the consultation runs until **Tuesday 3rd December 2024**.

You can make comments on the Enforcement Plan in the following ways:

- Email: planenforcement@worcestershire.gov.uk
- Post: Development Management, Worcestershire County Council, Directorate of Economy and Infrastructure, County Hall, Spetchley Road, Worcester, WR5 2NP

It should be noted that all responses to this consultation will be made public on the council's website. They will be published in a document outlining how we intend to address the issues raised. Address details will not be published.

Public Engagement Exercise: Worcestershire County Council Draft Streetscape Design Guide

Worcestershire County Council's Streetscape Design Guide (SDG) is an important guidance document to provide the necessary local detail on highway design and wider transport issues. It provides guidance for homeowners, developers, and their consultants to be used in formulating designs and making applications for planning permission and subsequent delivery of approved designs. The principles and requirements of the SDG are based on the fundamental premise of providing safe and free flowing movement of all road users, in conjunction with national guidance, legislation and best practice documents.

The Streetscape Design Guide (SDG) was last fully updated in 2018 with minor amendments thereafter. We are now in the process of refreshing it to ensure that it remains in line with national and local Government guidance and legislation. Worcestershire County Council wants to deliver high-quality streets and places in Worcestershire for the benefit of the community. The updated Streetscape Design Guide aims to create:

- Accessible, safe, and practical space for all users.
- Options for walking, wheeling, and cycling and the use of public transport.
- Attractive places using high-quality design which are easy to maintain and built to last.
- Enhanced local areas that are respectful to existing conservation and heritage areas.
- Green spaces that make the most of green infrastructure to provide attractive areas for local communities.
- Habitats for ecology and biodiversity.

Following Worcestershire County Council's Cabinet approval on 24 October 2024, the draft SDG will now go out to public engagement for feedback and comments. This will be for a twelve-week period from **Monday 4 November 2024 to Monday 27 January 2025** closing at midnight.

Information about the public engagement exercise will be published on our [website](#) with an online survey. There will also be a workshop for developers and other key stakeholders on 16 January 2025. To encourage as much participation as possible, the public engagement exercise will be publicised through an email campaign to stakeholders, digital advertising in libraries and bus stops, social media, and a press release. Where possible, posters will be displayed. For accessibility, the online survey will also be available in alternative formats on request, with assistance from staff at libraries across the county to provide help and support with submitting it, if needed.

It would be most appreciated if you would share this information with interested parties and by participating in this public engagement exercise by either completing the survey on our [website](#) or by sending us an email with your comments.

After the engagement exercise has concluded, all comments will be reviewed and duly considered. The draft SDG will be amended for adoption and published on our website in Spring 2025.

Once adopted and published, the new SDG will be used to inform the highways response to new planning applications and submitted schemes. It will not be applied retrospectively to existing schemes and developments.

Proposed introduction of parking charges across selected BCC parks –

Lickey Hills Country Park

As part of the City Council budget for 2024/25, the introduction of parking charges for Lickey Hills Country Park (as well as Sheldon Country Park and Sutton Park) was agreed. Income from

this will support the budget challenge and help sustain, protect and maintain our parks and green spaces

The informal consultation for the Lickey Hills Country Park scheme will begin on 15th November and seek feedback on how we implement the charging scheme from park visitors, nearby residents, businesses, stakeholders and ward members on the proposals. The outcomes of this informal consultation will inform the car park proposals and also trigger the next stage – a 4 week statutory consultation on the proposed introduction of charges in detail.

As part of this informal consultation we will be seeking views on:

- The proposed parking charges
- Proposed pricing structure
- Proposed parking times.

As mentioned, the informal consultation on parking charges will begin on 15th November 2024. The consultation will run for 3 weeks (until 6th December) and include a BeHeard questionnaire (via this [link](#)) and hard copy questionnaires available from the Lickey Hills Visitor Centre. A consultation inbox has also been set up (lickeyhillsconsultation@birmingham.gov.uk) to receive views.

24/346 Chairman’s Report – A verbal report may be given during this agenda item.

24/347 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	A further Network Rail drop-in session is to be held on Monday 16 th December between 7-9pm at Barnt Green Baptist Church, Bittell Road, B45 8LU. Jennifer Slater and Simon Clifford from Network Rail will give an update on the progress of the lift installation and answer any concerns regarding disruption that may be caused.
b) Sale of 80 Hewell Road / Redecoration of office	No update has been received from the agent regarding the sale of the property. The agent sent an invoice for £2,459 for ‘works undertaken following reports of damp to include hire of dehumidifier’. The landlord has stated that the sole cause of damp was lack of heating during the winter months. The landlord does not have a ‘Damp Report’. The landlord has said that their employee Mick Simmonds will return to inspect the damp if Cllrs agree. To be discussed.
c) .gov.uk email	All Cllrs to confirm that they have moved over to .gov.uk emails.
d) Outdoor Parish Caretaker (OPC)	The OPC to replace 3 bench seats in Bittell Road playing fields. The rope bridge delivered for Millennium Park is incorrect. The EO is trying to organise the replacement from Wicksteed.
e) Streetlights	1 light outside 41 Sandhills Road requires upgrading at a cost of £385.

f) Bollards	A bollard on Hewell Road was knocked over by Poweready. The EO to organise Glasdon to quote for missing bollards along Hewell Road
g) Deed of Easement	The solicitors Terms of Business for the Deed of Easement to grant Severn Trent access to an underground pipe in an emergency has been signed and submitted by Cllr Cholmondeley.
h) LGA agreement on rates of pay for 2024/25.	The EO to add the increase backdated to April 24 to Decembers salary.

24/348 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 £104.45 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) Confirmation that Cllr Williams has bank access.
- (v) A Finance Meeting on Monday 25th November to carry out the quarterly accounts checks and budget monitoring is to be held. To review the Balances and Reserves Policy.

24/349 Environment & Community Wellbeing

- a) Bittell Road Playing Field children's play equipment.
- b) Hire of Bittell Road playing fields.
- c) Hedge work at Barnt Green Baptist Church affecting entrance to Bittell Road playing fields and the car park.
- d) Lack of departure screens and PA on Platform 1 at Barnt Green train station.
- e) Pollinator Site update.
- f) The Longlands, new pedestrian crossing update. The work will start on 9th December and be completed by 13th December.
- g) Biodiversity. Community Orchard in Bittell Road playing fields.
- h) Planters on Hewell Road and tiered planters. A date to be confirmed for Cllrs to carry out the winter planting in the planters along Hewell Road.
- i) Christmas Lights Switch on event Saturday 30th November.
- j) Christmas Best Dressed Shop Window Competition.
- k) Wassail Walk Friday 27th December 2024.
- l) Chairmans Christmas 'Thank you' Buffet.

24/350 Planning

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

BDC ref	Site Address	Proposal
4/00990/FUL	27 Sandhills Lane, Barnt Green, Worcestershire, B45 8NU,	Demolition of existing side garage and erection of double storey side extension. Demolition of rear conservatory and bay window and erection of single storey rear extension. Single storey front extension.

BGPC Recommendation: TBC		
BDC	Site Address	Proposal
24/01055/FUL	5 Hewell Road, Barnt Green, Worcestershire, B45 8NG	Installation of an Air Source Heat Pump
BGPC Recommendation: Deadline expired.		
BDC	Site Address	Proposal
24/01091/ADV	42 Hewell Road, Barnt Green, Worcestershire, B45 8NF	Application to Display Adverts Retrospective application for illuminated advert inside building
BGPC Recommendation: Comments required by 20/11/24.		
BDC	Site Address	Proposal
24/01130/FUL	11 Bittell Road, Barnt Green, Worcestershire, B45 8LP	First floor extension over the existing single storey rear extension with a rear canopy roof and the removal of a chimney
BGPC Recommendation: TBC		

24/351 Date and Venue of Next Meetings

Next Parish Council Meeting, Monday 20th January 2025 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 and L Williams

Eleanor Choudry
Executive Officer
21st November 2024

Agenda Item 24/348 (i) To approve the current financial position and bills paid.

October Income Report

18	31.10.2024	£222.00	£0.00	£222.00	Lengthsman refund	Worcestershire County Council
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October Payments Report

140	31.10.2024	£49.46	£2.47	£51.93	Office Energy	Positive Energy
139	31.10.2024	£32.47	£6.49	£38.96	Office landline, broadband & cal	BT

November Income Report

19	30.11.2024	£272.88	£0.00	£272.88	Lengthsman refund	Worcestershire County Council
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November Payments Report

161	30.11.2024	£32.47	£6.49	£38.96	Office landline, broadband & calls	BT
160	30.11.2024	£143.13	£7.16	£150.29	Office Energy	Positive Energy
159	30.11.2024	£11.32	£0.57	£11.89	Office Energy	Positive Energy
158	30.11.2024	£37.60	£1.88	£39.48	Office Energy	Positive Energy
157	30.11.2024	£6.00	£0.00	£6.00	Bank Service Charge	Unity Bank
156	30.11.2024	£148.95	£29.79	£178.74	Dog bags	JRB Enterprise Ltd
155	30.11.2024	£230.00	£0.00	£230.00	Hedge work at Barnt Green Baptist Church / entrance to Bittell Rd playing	Barnt Green Baptist Church
154	30.11.2024	£104.45	£0.00	£104.45	Petty cash top up	Eleanor Choudry (Eleanor Choudry)
153	30.11.2024	£3.00	£0.00	£3.00	Reimbursement to EO for postal order to DVLA re abandoned car	Eleanor Choudry (Eleanor Choudry)
152	30.11.2024	£2.60	£0.00	£2.60	Reimbursement of postage to R Cholmondeley re signed Terms of Busine	Robert Cholmondeley
151	30.11.2024	£160.00	£0.00	£160.00	Printing of the Bulletin newsletter	Heron Press
150	30.11.2024	£281.00	£0.00	£281.00	Printing of the Bulletin newsletter	Heron Press
149	30.11.2024	£160.15	£8.01	£168.16	Street Light Energy	YU Energy
148	30.11.2024	£24.97	£1.25	£26.22	Street Light Energy	YU Energy
147	30.11.2024	£612.00	£0.00	£612.00	Outdoor Parish Caretaker	Andlin Cleaning
146	30.11.2024	£249.75	£0.00	£249.75	Lengthsman Work	Bromsgrove District Council
145	30.11.2024	£228.41	£45.68	£274.09	Grounds maintenance at playing field	Neil Hosking (Hosking Ground Maintenance)
144	30.11.2024				Employers NI	HMRC
143	05.12.2024				Pension contributions	Pension contributions
142	30.11.2024				PAYE	HMRC
141	30.11.2024				Salary	Salaries

Agenda Item 24/348 (ii) To be advised of any expenditure decisions taken by Executive Officer

Monzo Reconciliation up to 21st November 2024					
Voucher	Date	Description	Supplier	Expenditure	Deposit
		Opening Balance			500.00
24	17.10.24	1st class stamp for form to DVLA re abandoned car	Post Office	1.65	
25	16.10.24	Winter bedding plants and 1 x bag of compost for planters on Hewell Road/M Park	Barn Close Nurseries	76.32	
26	21.11.24	Sweet tub for Santa, stick up light for Portaloos, AAA batteries	Amazon	26.48	
					104.45
			Balance		395.55
			Topup Request		104.45