

BARNT GREEN PARISH COUNCIL

80 Hewell Road, Birmingham, B45 8NF

0121 447 9893

exec@barntgreenparishcouncil.gov.uk
www.barntgreenparishcouncil.gov.uk



Summons and Notice of Meeting

Members are summoned to the **Ordinary Parish Council** meeting to be held on **Monday 15th September 2025 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 25/461 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

25/457 Apologies

25/458 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.

25/459 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.

25/460 Parish Councillor Co-Option

Olivia Pardo Roques has applied to be co-opted to fill the councillor vacancy. The application form has been circulated to all Cllrs prior to the meeting.

25/461 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 – Alan Bailes (Alvechurch division)
- d) Bromsgrove District Councillor - Charles Hotham (Barnt Green & Hopwood).

25/462 To adopt previous minutes

To approve adoption of the minutes of the Ordinary parish council meeting held on 21st July 2025, previously circulated but also attached.

25/463 Meetings / Training Attended

i. Governance arrangements:

a) Review of council policy:

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

- i) Complaints Procedure

25/465 Consultations

<p>DRAFT WORCESTERSHIRE LOCAL NATURE RECOVERY STRATEGY PUBLIC CONSULTATION</p> <p>Worcestershire County Council has been appointed as the Responsible Authority for preparation of a Worcestershire Local Nature Recovery Strategy (LNRS) under The Environment Act 2021. The LNRS will be a locally led plan for improving and enhancing nature and delivering wider environmental benefits across the county.</p> <p>A consultation draft of the Worcestershire Local Nature Recovery Strategy is now available. The consultation documents, a link to the Draft Local Habitat Map, and details on how to participate in the consultation can be found on the Council's website at www.worcestershire.gov.uk/lnrs.</p> <p>The consultation period will commence on Monday 4th August and end on Friday 26th September 2025. The Council welcomes any comments you may wish to make, and these should be received by 5pm on 26th September 2025.</p>
<p>Worcestershire Rights of Way Improvement Plan (RoWIP)</p> <p>Worcestershire County Council's Rights of Way Improvement Plan (ROWIP) is an important strategic policy document, which the council is required by law to have in place. It sets out how Worcestershire County Council can make sure the public rights of way network meets the needs of the public, now and in the future. More information on ROWIPs can be found at https://www.gov.uk/guidance/local-authority-rights-of-way-improvement-plans</p> <p>The process of reviewing the ROWIP, and the engagement being carried out before a new ROWIP is drafted, will help us to better understand the needs of Worcestershire's residents. The ROWIP aims to address the priorities of the area in terms of health and wellbeing, supporting people living with disabilities and mental health issues, regeneration, growth, transport, climate change, tourism and other priorities. To help us, we'd like your views. The feedback will help to develop the priorities and actions of the new Rights of Way Improvement Plan, which will be produced in 2026.</p> <p>Please let us have your views by completing our survey: worcestershire.gov.uk/RoWIPengage The closing date for comments is 26 October 2025. The survey was completed jointly by WCC Footpath Warden Simon Richards and Chairman Robert Cholmondeley.</p>
<p>Worcestershire CALC Survey Local Government Reorganisation (LGR) and 'Locality Groups'. The survey closed 27/8/25.</p> <p>This survey explores views on the proposed changes, aspirations for your community, and how councils like yours can play a stronger role in service delivery, health and wellbeing, and community development. This survey was completed by Chairman Robert Cholmondeley.</p>
<p>Worcestershire CALC Flooding Survey. The survey closed 29/8/25.</p> <p>NALC has partnered with Action with Communities in Rural England (ACRE) to launch a new survey designed to help parish and town councils enhance their flood resilience. The short survey will capture what information and support parish and town councils need to better plan for flooding. The results will directly shape the development of practical resources tailored to local needs, ensuring that any future resources are genuinely helpful and relevant. This survey was completed by Chairman Robert Cholmondeley.</p>
<p>Advance notice of further consultation on proposed parking charges at Lickey Hills Country Park. The survey closed 29/8/25.</p> <p>A further consultation on the proposed introduction of parking charges at Lickey Hills Country Park will run from 1st August to 29th August 2025.</p>

Please have your say by completing a survey on Birmingham City Council's consultation website BeHeard - <https://www.birminghambeheard.org.uk/bcc/proposed-car-parking-charges-lickey-hills>. This survey was completed by Chairman Robert Cholmondeley.

25/466 Chairman's Report – A verbal report may be given during this agenda item.

25/467 Bromsgrove District Council Strategic Plan – BGPC response.

25/468 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	Awaiting update.
b) Removal of weeds along Hewell Road, not including shop fronts	The EO delivered letters and spoke to shop owners to ask if they can clear weeds from the shop frontages.
c) LGA agreement on rates of pay for 2025/26	The EO added the increase backdated to April 25 to Augusts salary.
d) Inspection of Public Rights	The Notice of Public Rights commenced on Tuesday 3 rd June 2025 until Monday 14 th July 2025. The Notice was added to the website and notice board.
e) DKE Internal Auditor	The EO has completed the letter of appointment for the internal audit for 2025.26.
f) Street Lighting Contract	The streetlight contract expires in February. Please see attached quotes for renewal.

25/469 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 the Executive Officer. The EO has received the Unity Multipay Card so will no longer use the Monzo card. No expenditure to date.
- (iii) The two councillors that authorise the online monthly payments are to be named in the minutes.
- (iv) The External Audit Report for 2024/25 has been received confirming relevant legislation and regulatory requirements have been met. The Notice of Conclusion of Audit has been added to the parish council website along with the External Audit Report and Certificate.

25/470 Environment & Community Wellbeing

- a) Dates for the installation of the replacement streetlamp columns to be confirmed.
- b) Lack of departure screens and PA on Platform 1 at Barnt Green train station.
- c) Pollinator Site update.
- d) Planters and tiered planters.
- e) Biodiversity.
- f) West Mercia Police Quarterly Parish Priorities.
- g) England Flags and Union Jacks in Barnt Green.
- h) Barnt Green flag flying in Millennium Park update.
- i) Barnt Green Community Events.

25/471 Planning

a) Responses to consultations. None received.

25/472 Date and Venue of Next Meetings

Next Parish Council Meeting, Monday 20th October 2025 7pm at 80 Hewell Road.

E Choudry

Council Members: R Cholmondeley (Chairman), C Hotham (Vice-Chairman),
P Perry, S Whitehand, M Roberts, L Williams, S Tucker.

Eleanor Choudry
Executive Officer
9th September 2025

Agenda Item 25/469 (i) To approve the current financial position and bills paid.

August Payments Report

100	31.08.2025	£72.53	£0.00	£72.53	Petty cash top up	Petty cash top up
99	31.08.2025	£180.00	£36.00	£216.00	Annual Website Hosting	BWP Creative - Parish Council Websites
98	31.08.2025				Salaries	Salaries
97	31.08.2025				PAYE	HMRC
96	31.08.2025				Employers NI	HMRC
95	31.08.2025				Pension contributions	Pension contributions
94	31.08.2025	£9.71	£0.49	£10.20	Office Energy	Positive Energy
93	31.08.2025	£58.99	£2.95	£61.94	Office Energy	Positive Energy
92	31.08.2025	£50.00	£0.00	£50.00	Hire of the Praish Centre for public meeting	The Parish Centre
91	31.08.2025	£6.00	£0.00	£6.00	Bank Service Charge	Unity Bank
90	31.08.2025	£235.00	£0.00	£235.00	Grounds maintenance at Millennium Park	John S Bishop
89	31.08.2025	£420.00	£84.00	£504.00	External Audit 24.25	PKF Littlejohn LLP
88	31.08.2025	£139.48	£6.97	£146.45	Street Light Energy	YU Energy
87	31.08.2025	£25.22	£1.26	£26.48	Street Light Energy	YU Energy
86	31.08.2025	£295.08	£59.02	£354.10	Grounds maintenance at playing field	Hosking Ground Maintenance
85	31.08.2025	£612.00	£0.00	£612.00	Outdoor Parish Caretaker	Andlin Cleaning
84	31.08.2025	£39.95	£7.99	£47.94	Office landline, broadband & calls	BT
83	31.08.2025	£175.00	£0.00	£175.00	Christmas Brass Band	Arrow Valley Brass
82	31.08.2025	£405.00	£0.00	£405.00	Printing of the Bulletin newsletter	Heron Press

September Payments Report

117	30.09.2025	£54.16	£2.71	£56.87	Office Energy	Positive Energy
116	30.09.2025	£48.22	£2.41	£50.63	Office Energy	Positive Energy
115	30.09.2025	£40.00	£0.00	£40.00	Cutting Verges - Hewell Road	John S Bishop
114	30.09.2025	£1,625.00	£0.00	£1,625.00	Office Rent	John Truslove
113	30.09.2025	£295.08	£59.02	£354.10	Grounds maintenance at playing field	Hosking Ground Maintenance
112	30.09.2025	£124.66	£6.23	£130.89	Street Light Energy	YU Energy
111	30.09.2025	£612.00	£0.00	£612.00	Outdoor Parish Caretaker	Andlin Cleaning
110	30.09.2025	£249.60	£0.00	£249.60	Lengthsman Work	Bromsgrove District Council
109	30.09.2025	£6.00	£0.00	£6.00	Bank Service Charge	Unity Bank
108	30.09.2025				PAYE	HMRC
107	30.09.2025				Salaries	Salaries
106	30.09.2025				Pension contributions	Pension contributions
105	30.09.2025				Employers NI	HMRC
104	30.09.2025	£288.00	£0.00	£288.00	Lengthsman Work	Bromsgrove District Council
103	30.09.2025	£39.95	£7.99	£47.94	Office landline, broadband & calls	BT
102	30.09.2025	£148.95	£29.79	£178.74	Dog bags	JRB Enterprise Ltd
101	30.09.2025	£54.75	£2.74	£57.49	Street Light Energy	YU Energy

Agenda Item 25/469 (i) To approve the July Bank Reconciliation 2025

Barnet 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 31/07/2025			
	Cash in Hand 01/04/2025		102,274.94
	ADD Receipts 01/04/2025 - 31/07/2025		41,941.74
			144,216.68
	SUBTRACT Payments 01/04/2025 - 31/07/2025		32,515.40
A	Cash in Hand 31/07/2025 (per Cash Book)		111,701.28
	Cash in hand per Bank Statements		
	Petty Cash 31/07/2025	0.00	
	Unity Bank Current Account 31/07/2025	1,968.17	
	Unity Bank Deposit Account 31/07/2025	13,557.13	
	Cambridge Building Society 31/07/2025	96,175.98	
			111,701.28
	Less unrepresented payments		
			111,701.28
	Plus unrepresented receipts		
B	Adjusted Bank Balance		111,701.28
	A = B Checks out OK		

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 31/08/2025		
	Cash in Hand 01/04/2025		102,274.94
	ADD		
	Receipts 01/04/2025 - 31/08/2025		41,941.74
			144,216.68
	SUBTRACT		
	Payments 01/04/2025 - 31/08/2025		38,004.34
A	Cash in Hand 31/08/2025 (per Cash Book)		106,212.34
	Cash in hand per Bank Statements		
	Petty Cash 31/08/2025	0.00	
	Unity Bank Current Account 31/08/2025	1,479.23	
	Unity Bank Deposit Account 31/08/2025	8,557.13	
	Cambridge Building Society 31/08/2025	96,175.98	
			106,212.34
	Less unrepresented payments		
			106,212.34
	Plus unrepresented receipts		
B	Adjusted Bank Balance		106,212.34
	A = B Checks out OK		

