

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 17th November 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 25/491 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

25/488 Apologies Cllr Williams.

25/489 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.

25/490 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.

25/491 Open Session – Participation to hear from:

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

25/492 To adopt previous minutes

To approve adoption of the minutes of the Ordinary Parish council meeting held on Monday 20th October 2025, previously circulated but also attached.

25/493 Meetings / Training Attended

24/494 Annual Business –

i. Governance arrangements:

a) Review of council policy:

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

- i) Communications Risk Assessment
- ii) Press & Media Policy
- iii) Training Policy

25/495 Consultations – None received.

25/496 Chairman’s Report – A verbal report may be given during this agenda item.

25/497 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	For a number of reasons Network Rail did not want to support the naming of the lifts. They will contact the PC in due course regarding publicity.
b) School sign	WCC to change the sign outside St Andrews First School on Hewell Rd from ‘Patrol’ to ‘School’.
c) Rats in Millennium Park	A pest control company has visited the park and will provide a fortnightly update.
d) CAB Grant	Citizens Advice Bromsgrove & Redditch have applied for a £500 grant. The application form has been circulated. Cllrs to discuss.

25/498 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.
- (iii) The two councillors that authorise the online monthly payments are to be named in the minutes.

25/499 Environment & Community Wellbeing

- a) The installation of the replacement streetlamp columns will begin the week commencing 12th January 2026.
- 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) England Flags and Union Jacks in Barnt Green.
- g) Barnt Green flag flying in Millennium Park update.
- h) Barnt Green community Events
 - i) Christmas Lights Switch On Saturday 29th November
 - ii) Best Dressed Christmas Shop Window Competition
 - iii) Chairmans Xmas ‘Thank You’ Buffet Monday 15th December
 - iv) Wassail Walk Monday 29th December
 - v) Summer 2026

25/500 Planning

- a) Bromsgrove District Council Strategic Plan.
- b) Responses to consultations.

BDC ref	Site Address	Proposal
25/01142/ S73	64 Bittell Road, Barnt Green, Worcestershire, B45 8LY.	Variation of Condition 2 (Plans listed) and Condition 3 (materials) attached to planning permission reference 25/00090/FUL dated 18/03/2025 (Extensions to dwelling). Replacement of approved drawings with revisions: (elevational and floor plan amendments)
BGPC Recommendation: No comment submitted.		
BDC ref	Site Address	Proposal
25/01202/F UL	1 Brookwood Drive, Barnt Green, Worcestershire, B45 8GG.	Proposed ground floor side infill extension and loft conversion with rear dormer
BGPC Recommendation: TBC.		

25/501 Date and Venue of Next Meetings

Next Parish Council Meeting, Monday 19th January 2026 7pm at 80 Hewell Road.

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

E Choudry

Eleanor Choudry
Executive Officer

11th November 2025

Agenda Item 25/498 (i) To approve the current financial position and bills paid.

October Payments Report

137	31.10.2025	£3.00	£0.00	£3.00	Lloyds Corp Card Charge	Unity Bank
136	31.10.2025	£2.29	£0.00	£2.29	Office Energy	Pozitive Energy
135	31.10.2025	£280.00	£56.00	£336.00	Pest control in Millennium Park	Pest Express

October Income Report

19	31.10.2025	£750.00	£0.00	£750.00	Xmas event funding from BDC	Bromsgrove District Council
18	31.10.2025	£230.40	£0.00	£230.40	Lengthsman refund	Worcestershire County Council

November Payments Report

154	30.11.2025	£177.40	£0.00	£177.40	Commercial Multipay Card Balance 3.11.25	Lloyds Corporate Card
153	30.11.2025				Employers NI	HMRC
152	30.11.2025				PAYE	HMRC
151	30.11.2025				Salaries	Salaries
150	30.11.2025				Pension contributions	Pension contributions
149	30.11.2025	£250.00	£0.00	£250.00	Live music at Xmas lights switch on 2025	AR Music Agency
148	30.11.2025	£180.00	£36.00	£216.00	The Village Magazine publication re train lifts	The Village Magazine
147	30.11.2025	£89.00	£17.80	£106.80	First Aid Bleed Kit	Sevenside Defibs and Training Ltd
146	30.11.2025	£221.54	£11.08	£232.62	Street Light Energy	YU Energy
145	30.11.2025	£345.00	£0.00	£345.00	Printing of the Bulletin newsletter	Heron Press
144	30.11.2025	£295.08	£59.02	£354.10	Grounds maintenance at playing field	Hosking Ground Maintenance
143	30.11.2025	£612.00	£0.00	£612.00	Outdoor Parish Caretaker	Andlin Cleaning
142	30.11.2025	£6.00	£0.00	£6.00	Bank Service Charge	Unity Bank
141	30.11.2025	£770.00	£154.00	£924.00	Street Lamp Repair	First Choice Electrical Solutions Ltd
140	30.11.2025	£170.00	£0.00	£170.00	Grounds maintenance at Millennium Park	John S Bishop
139	30.11.2025	£1,056.00	£211.20	£1,267.20	Christmas Tree, supply, install and remove	Singletons Nurseries
138	30.11.2025	£39.95	£7.99	£47.94	Office landline, broadband & calls	BT

Agenda Item 25/498 (i) To approve the October Bank Reconciliation 2025

4 November 2025 (2025-2026)

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 31/10/2025			
	Cash in Hand 01/04/2025			102,274.94
	ADD Receipts 01/04/2025 - 31/10/2025			82,697.59
				184,972.53
	SUBTRACT Payments 01/04/2025 - 31/10/2025			61,743.95
A	Cash in Hand 31/10/2025 (per Cash Book)			123,228.58
	Cash in hand per Bank Statements			
	Petty Cash 31/10/2025	0.00		
	Unity Bank Current Account 31/10/2025	816.02		
	Unity Bank Deposit Account 31/10/2025	26,236.58		
	Cambridge Building Society 31/10/2025	96,175.98		
				123,228.58
	Less unrepresented payments			
				123,228.58
	Plus unrepresented receipts			
B	Adjusted Bank Balance			123,228.58
	A = B Checks out OK			

Agenda Item 25/498 (ii) To be advised of any expenditure decisions taken by Executive Officer

November 2025 Lloyds Corporate Card Payments

Lloyds Corporate Card Reconciliation up to 3rd November 2025					
Voucher	Date	Description	Supplier	Expenditure	Total
15	28.10.25	Best Dressed Xmas Window postcards	Vistaprint	42.99	
16	29.10.25	2026 A5 Diary	Amazon	4.99	
17	28.10.25	2 x Xmas Switch On Banners	Banner Warehouse	105.00	
18	02.11.25	Cable ties, Stick on LED lights (Portaloo) AAA batteries	Amazon	21.42	
19	03.11.25	Monthly Fee	Lloyds Unity Bank	3.00	177.40
			Balance to pay		177.40