

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 16th February 2026 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 25/519 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

25/516 Apologies

- 25/517 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.

25/518 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.

25/519 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).

25/520 To adopt previous minutes

To approve adoption of the minutes of the Ordinary Parish Council meeting held on Monday 19th January 2026, previously circulated but also attached.

25/521 Meetings / Training Attended

21/01/26 EO attended CALC Creating and Publishing Accessible website documents.

24/522 Annual Business –

i. Governance arrangements:

a) Review of council policy:

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

- i) 3 Year Forward Plan Annual Review
- ii) Action Plan for year ahead 2026
- iii) Recruitment Equality Policy

The following policy is for adoption to comply with Assertion 10 of the Annual Governance Statement (AGAR):

- iv) IT Policy

25/523 Consultations – None received.

25/524 Chairman's Report – A verbal report may be given during this agenda item.

25/525 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	The lifts are currently in their fault free running period, which is essentially where the lifts are tested at full capacity as they would operate normally (meaning we have to open them to public use) but remain within the projects responsibility. In order for us to move the lifts into business as usual with the maintainer, the lifts need to have 2 weeks of no faults. The lifts are registered with the national register which allows them to display on trainline etc once they've been handed over. I have queried this process as I note the frustration with passengers assuming they are fully open now, and not this background context. Hopefully the lifts will be registered within the next few weeks.
b) Office laptop	Quotes circulated prior to the meeting.
c) Grant Application	Greenbank maintenance application. Quotes circulated prior to the meeting.
d) Abandoned car in the Commuter Car Park	A removal of an abandoned vehicle notice was put on the vehicle's windscreen on 20/01/26 from Bromsgrove District Council giving 15 days' notice that the vehicle is going to be removed. The vehicle was moved to Fiery Hill Road by the train station.
e) Sovereign	Bittell Road playground equipment safety inspection was completed. No action required.
f) Damp wall in meeting room	Cement has been added to cracks on the base of the outside wall and sealant to the flat roof.
g) Damage to notice board at Bittell	The OPC is carrying out a repair to the metal leg of the noticeboard that has been serrated.

Road playing fields	
h) Parish Council Tree Survey	Quotes circulated prior to the meeting.
i) Total Football	Due to wet weather only two Saturday football sessions have been held in 3 months, and the February half term camp has been cancelled. Total Football advised two other local football teams are using the field without paying. Cllrs to consider a fee reduction due to the field being unusable.

25/526 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 the Executive Officer. The expenditure list on page 7
- (iii) The two councillors that authorise the online monthly payments are to be named in the minutes.
- (iv) Discuss Cambridge Building Society transfer of funds/account.
- (v) Draft Internal Audit Report 2025.26.

25/527 Environment & Community Wellbeing

- a) The installation of the replacement streetlamp columns was carried out on 13/1. Columns will be painted when weather is warmer.
- 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) Community Energy Initiatives.
- i) Barnt Green community events:
 - i) Community Walks.
 - ii) Fun Run.
 - iii) Christmas Lights Switch on Saturday 28th November 2026.

25/528 Planning

BDC ref	Site Address	Proposal
26/00070/CUPRIO	Brian Fox & Associates Limited, 87 Hewell Road, Barnt Green, Worcestershire,	Change of Use of existing first floor office to a two-bedroom flat.
BGPC Recommendation: TBC		
26/00089/FUL	16 Blackwell Road, Barnt Green, Worcestershire, B45 8BU	First floor side extension. Single and double storey rear extension.
BGPC Recommendation: TBC		

25/529 Date and Venue of Next Meetings

Next Parish Council Meeting, Monday 9th March 2026 7pm at 80 Hewell Road.

25/530 Closed session – Private and Confidential – EO Appraisal

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
10th February 2026

Agenda Item 25/526 (i) To approve the current financial position and bills paid.

February Payments Report

215	28.02.2026	£38.39	£1.92	£40.31	Office Energy	Positive Energy
214	28.02.2026	£41.74	£2.09	£43.83	Office Energy	Positive Energy
213	28.02.2026	£6.00	£0.00	£6.00	Bank Service Charge	Unity Bank
212	28.02.2026	£47.00	£0.00	£47.00	Data Protection Annual Fee	ICO
211	28.02.2026				Employers NI	HMRC
210	28.02.2026				PAYE	HMRC
209	28.02.2026				Salaries	Salaries
208	28.02.2026				Pension contributions	Pension contributions
207	28.02.2026	£5.50	£0.00	£5.50	Lloyds Multipay Card Charge	Lloyds Corporate Card
206	28.02.2026	£115.20	£0.00	£115.20	Lengthsman Work	Bromsgrove District Council
205	28.02.2026	£39.95	£7.99	£47.94	Office landline, broadband & calls	BT
204	28.02.2026	£148.95	£29.79	£178.74	Dog bags	JRB Enterprise Ltd
203	28.02.2026	£295.08	£59.02	£354.10	Grounds maintenance at playing field	Hosking Ground Maintenance
202	28.02.2026	£848.00	£169.60	£1,017.60	Street Lamp Repair	First Choice Electrical Solutions Ltd
201	28.02.2026	£612.00	£0.00	£612.00	Outdoor Parish Caretaker	Andlin Cleaning
200	28.02.2026	£264.86	£13.24	£278.10	Street Light Energy	YU Energy
199	28.02.2026	£1,500.00	£300.00	£1,800.00	Street Lamp Repair	First Choice Electrical Solutions Ltd

February Income Report

27	28.02.2026	£1,000.00	£0.00	£1,000.00	Electric Charging Point Rent	Equans EV Solution
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Agenda Item 25/526 (i) To approve the January Bank Reconciliation 2026

2 February 2026 (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)

A	Bank Reconciliation at 31/01/2026		
	Cash in Hand 01/04/2025		102,274.94
	ADD		
	Receipts 01/04/2025 - 31/01/2026		90,619.69
			192,894.63
	SUBTRACT		
	Payments 01/04/2025 - 31/01/2026		94,011.23
			98,883.40
	Cash in Hand 31/01/2026		98,883.40
	(per Cash Book)		
B	Cash in hand per Bank Statements		
	Petty Cash	31/01/2026	0.00
	Unity Bank Current Account	31/01/2026	571.05
	Unity Bank Deposit Account	31/01/2026	11,834.33
	Cambridge Building Society	31/01/2026	98,248.51
			110,653.89
	Less unrepresented payments		11,770.49
		98,883.40	
	Plus unrepresented receipts		
	Adjusted Bank Balance		98,883.40
	A = B Checks out OK		

Agenda Item 25/526 (ii) To be advised of any expenditure decisions taken by Executive Officer

February 2026 Lloyds Corporate Card Payments

Lloyds Corporate Card Reconciliation up to 28th February 2026					
Voucher	Date	Description	Supplier	Expenditure	Total
29	14.01.26	2 x Handwash	Tesco	2.50	
30	02.02.26	Monthly Fee	Lloyds Unity Bank	3.00	
			Balance to pay		5.50