

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 15th June 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 26/582 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

26/579 Apologies

- 26/580 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.

26/581 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.

26/582 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).

26/583 To adopt previous minutes

To approve adoption of the minutes of the Ordinary parish council meeting held on 18th May 2026, previously circulated but also attached.

26/584 Meetings / Training Attended

26/585 Annual Business –

- i. **Agree representation arrangements:**

a) St Andrews C of E First School

For 2025/26 BGPC representative was Cllr O Pardo Roques.

a) Review of council policy:

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

- a) Document Retention

26/586 Consultations- None.

26/587 Chairman's Report – A verbal report may be given during this agenda item.

26/588 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) West Mercia Police Crime Statistics	Awaiting update.
b) Parish Council Tree Survey	Tree survey of both Bittell Rd playing fields and Millennium Park have been completed. Awaiting quotes for recommended works.
c) Total Football Signage	The letter of consent for the Total Football banner to be added to the entrance gates at Bittell Rd playing fields has been signed. The EO has invoiced Total Football for the £130 charge.
d) Parish council office lighting	Our electrical contractor is awaiting the office asbestos report prior to commencing the fitting of the new office lights.
e) SNT Police Priorities	Cllrs to discuss three parish priorities.
f) WhatsApp groups for Cllrs / residents	Cllrs to discuss phone / sim options.
g) Bench repair in Millennium Park	The OPC is repairing the rotten section of the bench and repainting.
h) Bromsgrove Parish and Community Play Audit & Investment Strategy	Information request from consultancy that is carrying out an audit on behalf of BDC. The aim is to assess the condition of facilities and produce a realistic investment plan. Cllrs to agree top priorities for the play areas.

26/589 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 Executive Officer. See page 5 of the agenda.
- (iii) The two councillors that authorise the online monthly payments are to be named in the minutes.
- (iv) The EO has submitted the AGAR to external auditors PKF Littlejohn. The Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return has been displayed. The dates of inspection are from Wednesday 3rd June 2026 to Tuesday 14th July 2026.

26/590 Environment & Community Wellbeing

- a) Departure screens and PA on Platform 1 at Barnt Green train station.

- b) The replaced streetlamp columns will be painted when the weather is warmer.
- c) Pollinator Site update. The volunteer group have asked for a new pack of strimmer blades at a cost of £6.99 and requested that Cllrs remove the weeds behind the pear tree wire.
- d) Hanging baskets, planters and tiered planters.
- e) Biodiversity.
- f) England Flags and Union Jacks in Barnt Green. Discuss approach to WCC for flag removal and the PC's role as a lighting authority.
- g) Barnt Green flag flying in Millennium Park update. Flagpole maintenance quote £425 excl. VAT (see attached).
- h) Community Energy Initiatives Update.
- i) Barnt Green Community Events.
 - i) Fun Run.
 - ii) Christmas Lights switch On Saturday 29th November 2026.

26/591 Planning

- a) Responses to consultations.

BDC ref	Site Address	Proposal
26/00314/FUL	22 Cherry Hill Road, Barnt Green, Worcestershire, B45 8LJ	Single storey orangery rear extension with two storey extension to pantry on ground floor as utility and bedroom accommodation on first floor, single storey entrance porch extension to front
BGPC Recommendation: TBC.		
BDC ref	Site Address	Proposal
26/00557/FUL	32 Bittell Road, Barnt Green, Worcestershire, B45 8LY	Proposed 2 storey / single storey rear extension.
BGPC Recommendation: TBC.		

26/592 Date and Venue of Next Meeting

Next Parish Council Meeting, Monday 20th July 2026 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, L Williams, S Tucker.

Eleanor Choudry
Executive Officer
9th June 2026

Agenda Item 26/589 (i) To approve the current financial position and bills paid.

May Income Report

5	31.05.2026	£75.00	£0.00	£75.00	Room Hire	Kate Hall Counselling
4	31.05.2026	£32.00	£0.00	£32.00	Room Hire	Conexus Tuition
3	31.05.2026	£100.00	£0.00	£100.00	Room Hire	Wai Ling Bickerton
2	30.04.2026	£125.00	£0.00	£125.00	Wayleave (Millennium Park)	Cadent Gas

May Payments Report

42	31.05.2026	£52.74	£0.00	£52.74	31.05.2026	Office landline, broadband & calls	BT
41	31.05.2026	£234.60	£0.00	£234.60	31.05.2026	New office door lock	Lloyds Corporate Card
40	31.05.2026	£170.64	£8.53	£179.17	31.05.2026	Street Light Energy	SSE

June Income Report

6	30.06.2026	£33.02	£0.00	£33.02	Sale of tiered planters	Ebay
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June Payments Report

59	30.06.2026	£622.99	£0.00	£622.99	Laptop	Lloyds Corporate Card
58	30.06.2026	£338.02	£67.60	£405.62	Annual insurance	John Truslove
57	30.06.2026	£148.95	£29.79	£178.74	Dog bags	JRB Enterprise Ltd
56	30.06.2026				Employers NI	HMRC
55	30.06.2026				PAYE	HMRC
54	30.06.2026				Salaries	Salaries
53	30.06.2026				Pension contributions	Pension contributions
52	30.06.2026	£235.00	£0.00	£235.00	Grounds maintenance at Millennium Park	John S Bishop
51	30.06.2026	£7.00	£0.00	£7.00	Bank Service Charge	Unity Bank
50	30.06.2026	£439.73	£87.94	£527.67	Hanging baskets	Where Next
49	30.06.2026	£642.00	£0.00	£642.00	Outdoor Parish Caretaker	Andlin Cleaning
48	30.06.2026	£253.00	£0.00	£253.00	Annual Membership	SLCC
47	30.06.2026	£60.00	£12.00	£72.00	Annual Website Hosting	BWP Creative - Parish Council Websites
46	30.06.2026	£295.08	£59.02	£354.10	Grounds maintenance at playing field	Hosking Ground Maintenance
45	30.06.2026	£43.95	£8.79	£52.74	Office landline, broadband & calls	BT
44	30.06.2026	£1,625.00	£0.00	£1,625.00	Office Rent	John Truslove
43	30.06.2026	£260.00	£0.00	£260.00	Lengthsman Work	Bromsgrove District Council

Agenda Item 26/589 (i) To approve the May Bank Reconciliation 2026

1 June 2026 (2026-2027)

Barnt 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 31/05/2026		
	Cash in Hand 01/04/2026		88,404.47
	ADD Receipts 01/04/2026 - 31/05/2026		42,332.00
			130,736.47
	SUBTRACT Payments 01/04/2026 - 31/05/2026		16,953.33
	Cash in Hand 31/05/2026 (per Cash Book)		113,783.14
B	Cash in hand per Bank Statements		
	Petty Cash 31/05/2026	0.00	
	Unity Bank Current Account 31/05/2026	543.46	
	Unity Bank Deposit Account 31/05/2026	31,783.85	
	Cambridge Building Society 31/05/2026	81,455.83	
			113,783.14
	Less unrepresented payments		
			113,783.14
	Plus unrepresented receipts		
	Adjusted Bank Balance		113,783.14
	A = B Checks out OK		

Agenda Item 26/589 (ii) To be advised of any expenditure decisions taken by Executive Officer

Lloyds Corporate Card Reconciliation up to 16th June 2026				
7	11.05.26	Laptop	John Lewis	619.99
8	05.05.26	Monthly Fee	Lloyds Unity Bank	3.00
		Balance to be paid by D/D 16/6/26		622.99