

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 19th October 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 26/624 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

26/621 Apologies

26/622 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.

26/623 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.

26/624 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).

26/625 To adopt previous minutes

To approve adoption of the minutes of the Ordinary parish council meeting held on 21st September 2026, previously circulated but also attached.

26/626 Meetings / Training Attended The EO attended a CALC Clerks Gathering on 8/10/26. A training session on the National Scheme of Delegation, and an update on planning, is on Monday 9th November, 6pm – 8pm at Parkside Hall, Bromsgrove. Two representatives from each council are invited.

26/627 Annual Business –

- i. **Governance arrangements:**

a) Review of council policy:

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

- a) Risk Assessment and Management Policy
- b) Balances and Reserves Policy
- c) Publication Scheme
- d) Volunteer Policy and Procedures
- e) Disciplinary Procedure

26/628 Consultations- None.

26/629 Chairman's Report – A verbal report may be given during this agenda item.

26/630 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	Wade Muggleton is no longer working as a Senior Greenspace Officer but emailed in response to the request for advice (attached). Quotes for tree works and further assessments to be discussed.
c) Maintenance repairs	The OPC to top up the 9 planters with compost. We are awaiting the delivery of the replacement logs for the equipment in Millennium Park.
d) New bins in Millennium Park	Details and costs of the bins have been sent to Cllr Hotham. The OPC will install the bins.
e) Rats in Millennium Park	Awaiting final update.
f) Grant Application received	Bromsgrove and Redditch Citizens Advice Bureau have requested £500. Cllrs to discuss.
g) Climate Crisis – Local presentation and discussion at St Andrews Church	The EO has advertised the event on Facebook, website and the advert is on the notice boards. The date was brought forward so the event was unable to be added to the Bulletin.
h) Parish council office lease	Discuss the extension of the lease which expires 11/2028.

26/631 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 page 10 of the agenda.
- (iii) The two councillors that authorise the online monthly payments are to be named in the minutes.
- (iv) A Finance meeting was held on Monday 12th October with Cllr Cholmondeley, Cllr Hotham and Cllr Perry. The quarterly checks were carried out by Cllr Perry and the budget monitored. The Balances and Reserves Policy was updated for approval under agenda item 26/627 i) b.

26/632 Environment & Community Wellbeing

- a) Departure screens on Platforms 2 and 3 at Barnt Green train station.

- b) Pollinator Site update.
- c) Planters. Monthly Planter Upkeep Group.
- d) Biodiversity.
- e) England Flags and Union Jacks in Barnt Green.
- f) Barnt Green flag flying in Millennium Park update.
- g) Barnt Green Community Events.
 - i) Christmas Lights switch On Saturday 28th November 2026.
 - ii) Chairmans Christmas Thank You Buffet
 - iii) Best Dressed Christmas Shop Window Competition.
 - iv) Wassail Walk

26/633 Planning

- a) Responses to consultations.

BDC ref	Site Address	Proposal
26/01043/FUL	49 Fiery Hill Road, Barnt Green, Worcestershire, B45 8JX,	Proposed Dropped Kerb
BGPC Recommendation: TBC,		
BDC ref	Site Address	Proposal
26/01067/FUL	25 Sandhills Lane, Barnt Green, Worcestershire, B45 8NU	Proposed single storey rear kitchen extension
BGPC Recommendation: TBC.		
BDC ref	Site Address	Proposal
26/01110/FUL	19 Butterwick Close, Barnt Green, Worcestershire, B45 8BF	Erection of a single-storey rear extension.
BGPC Recommendation: TBC.		

26/634 Date and Venue of Next Meeting

Next Parish Council Meeting, Monday 16th November 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
13th October 2026

Agenda Item 26/631 (i) To approve the current financial position and bills paid.

September Income Report

17	30.09.2026	£334.03	£0.00	£334.03	30.09.2026	Credit interest	Unity Bank
16	30.09.2026	£179.99	£0.00	£179.99	30.09.2026	Hirer	Conexus Tuition
15	30.09.2026	£30.00	£0.00	£30.00	30.09.2026	Hirer	Wai Ling Bickerton
14	30.09.2026	£30.00	£0.00	£30.00	30.09.2026	Hirer	Wai Ling Bickerton

October Income Report

18	31.10.2026	£42,000.00	£0.00	£42,000.00	2nd Half Precept	Bromsgrove District Council	
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October Payments Report

119	31.10.2026	£235.00	£0.00	£235.00	Grass Cutting - Millennium Park	John S Bishop
120	31.10.2026	£160.00	£32.00	£192.00	Lengthsman Work	Bromsgrove District Council
121	31.10.2026	£295.08	£59.02	£354.10	Grounds maintenance at playing field	Hosking Ground Maintenance
122	31.10.2026	£612.00	£0.00	£612.00	Outdoor Parish Caretaker	Andlin Cleaning
123	31.10.2026				Salaries	Salaries
124	31.10.2026				PAYE	HMRC
125	31.10.2026				Employers NI	HMRC
126	31.10.2026				Pension contributions	Pension contributions
127	31.10.2026	£187.22	£9.36	£196.58	Street Light Energy	SSE
128	31.10.2026	£35.40	£1.77	£37.17	Office Energy	Positive Energy
129	31.10.2026	£43.95	£8.79	£52.74	Office landline, broadband & calls	BT
130	31.10.2026	£609.60	£0.00	£609.60	September corporate card purchases	Lloyds Corporate Card

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 30/09/2026		
	Cash in Hand 01/04/2026		88,404.47
	ADD Receipts 01/04/2026 - 30/09/2026		48,943.93
	SUBTRACT Payments 01/04/2026 - 30/09/2026		137,348.40
	Cash in Hand 30/09/2026 (per Cash Book)		47,116.22
B	Cash in hand per Bank Statements		
	Petty Cash	30/09/2026	0.00
	Unity Bank Current Account	30/09/2026	1,161.59
	Unity Bank Deposit Account	30/09/2026	67,614.76
	Cambridge Building Society	30/09/2026	21,455.83
			90,232.18
	Less unrepresented payments		
			90,232.18
	Plus unrepresented receipts		
B	Adjusted Bank Balance		90,232.18
	A = B Checks out OK		

Agenda Item 26/631 (ii) To be advised of any expenditure decisions taken by Executive Officer

Lloyds Corporate Card Reconciliation up to 2nd September 2026					
29	30.09.26	PC Office lock out, UPVC handles, UPVC gearbox	All Services 4 U	351.60	
30	30.09.26	Winter plants for 9 x planters	Barn Close Nurseries	250.00	
31	26.09.26	PC mobile phone monthly fee	Lebara	5.00	
32	02.10.26	Monthly fee	Lloyds Unity Bank	3.00	609.60
		Balance to be paid by D/D 16/10/26			609.60