

# BARNT GREEN PARISH COUNCIL

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**Minutes of the Parish Council meeting held Tuesday 28<sup>th</sup> August 2018 at 7.00pm**  
at Barnt Green Baptist Church hall, Bittell Road, B45 8LU

**Members present:** Cllrs R Cholmondeley (Chairman), C Hotham (vice-Chairman), R Briggs, J Jagger, P Perry, S Whitehand

**Members absent:** None

**In attendance** Two potential co-optees attended at the start of the meeting  
Gill Lungley, Executive Officer

**18/112 Apologies**  
None

**18/113 Co-option of two members to fill the vacant seats**

**It was agreed** to co-opt Harrison Rone-Clarke and Joakim Nilsson to fill the vacant council seats.

Cllr Rone-Clarke and Cllr Nilsson signed their Declarations of Acceptance of Office and took their seats at the council table.

**18/114 Declarations of Interest:**

Members were reminded of their obligation to declare any Disclosable or Other Pecuniary Interest.

Cllr C Hotham has a standing declaration relating to his role as a member of the District Council's planning committee such that any comment he may make during discussion on planning applications will be preliminary views taking into account the information presently available to the Parish Council. His final views on the applications are reserved until in full possession of all the relevant arguments.

**18/115 To consider any dispensations**

None received.

**18/116 Adjournment of meeting to hear from:**

**a) Members of the Public**

None present.

**b) Supporting organisations**, eg Safer Neighbourhood Team, Footpath Warden  
None present (apologies from the SNT)

**c) Worcestershire County Councillor** – Peter McDonald (Beacon division)  
Mr McDonald had sent apologies for absence.

**d) Bromsgrove District Councillor** - Charles Hotham (Barnt Green & Hopwood)  
Coun Hotham reported:

- Current chaos relating to collection of domestic waste bins is due to changes in staffing; the district council are working hard to reach all outstanding bins as soon as possible.
- The district plan Issues and Options Review consultation, which includes the methodology for the Green Belt review, will start on 24/09/2018.

**18/117 Resumption of meeting to adopt previous minutes**

The minutes of the Parish Council meeting held 16/07/2018 were agreed and signed.

**18/118 Chairman's Report**

No report at this time.

**18/119 Executive Officer's Report**

The Executive Officer reported as follows:

a) Network Rail	<p>The new train service to &amp; from Bromsgrove started on 29/07/2018, providing an hourly service. As yet West Midlands Trains have not improved signage regarding timetable screens at platform 1 or access to the ticket machine.</p>
b) Age UK	<p>Following attendance at last month's council meeting, there was interest to find out what service demand there is in Barnt Green. It is suggested that some form of survey should be undertaken.</p>
c) Visitors to the parish council office and correspondence received from which members are to identify any items for further discussion at future meeting(s).	<ul style="list-style-type: none"> <li>- Overgrown pavement on Kendal End Road</li> <li>- BDC Planning weekly lists and agenda information</li> <li>- NALC and WorcsCALC newsletters</li> <li>- St Andrews Church newsletter</li> <li>- Neighbourhood Watch messages and Police Crime Commissioner update</li> <li>- Various items from WCC Public Health Practitioner &amp; Wellbeing in Partnership</li> <li>- Residents' objection to proposed installation of double yellow lines, Sandhills Lane</li> <li>- CPRE updates</li> <li>- Resident's enquiry into notification of road works generally</li> <li>- Resident's complaint re wait at Bromsgrove when travelling by train to Worcester</li> <li>- Resident's complaint about noise from the Victoria Inn (party weekend)</li> <li>- WCC Minerals Plan – publication of 4<sup>th</sup> call for site response document; local development scheme; local aggregates assessment; health impact assessment</li> <li>- Resident's query regarding local walks leaflets</li> <li>- Tell Me What You Want - Bromsgrove arts and culture research project, in Barnt Green on Monday 20/08/2018</li> <li>- Monthly update from MP</li> <li>- Resident's concerns about overgrown footpaths, Lickey &amp; Blackwell PC area</li> <li>- Tree charter update</li> <li>- Bittell Lane is to be closed to allow for resurfacing, likely to be 28/09/2018             <ul style="list-style-type: none"> <li>- Resident re bins overflowing in playing field, Mon am</li> <li>- Resident re drop kerb needed, Hewell Lane</li> <li>- Resident, bunting along Hewell Rd next week</li> <li>- Resident (tel), anon, bins overflowing Mon pm</li> <li>- Resident (tel), anon, bins overflowing Tues am</li> <li>- Lengthsman work - will remove tree on corner S'hills and Hewell Road.</li> <li>- Resident of Cherry Hill Road asked for hedges to be cut back.</li> <li>- Resident re bin damage in Hewell Road outside Deedar (BDC aware)</li> <li>- Resident concerned about cigarette butts outside the Victoria Inn</li> </ul> </li> </ul>
d) Reports to WCC	<ul style="list-style-type: none"> <li>- Overgrown shrubbery, Kendal End Road: report no. 558171 (WCC response was that the hedge is to be cut in due course and in the meantime they advise the pedestrian (who is partially sighted) to cross the road, walk on the other side).</li> <li>- Missing bollard Hewell Road, report no 554017 (response was that this has been forwarded to Bromsgrove DC)</li> </ul>
e) Items actioned and awaiting response	<ul style="list-style-type: none"> <li>- Barnt Green cricket club yet to provide pictures of benefit of grant funding</li> <li>- Christmas tree removal on corner Hewell Road/Sandhills Road</li> </ul>
f) Items carried forward	<ul style="list-style-type: none"> <li>• Community bus</li> <li>• Blackwell Road litter bin</li> <li>• External auditor's report</li> <li>• We Don't Buy Crime presentation on 17/09/2018</li> <li>• Upper Bittell reservoir valve works (record for archive)</li> <li>• Commuters' car park</li> <li>• Report on Annual Fun Run from BG Chuggers</li> </ul>

## 18/120 Finance

- (i) Members noted the current financial position and bills for payment, see below p207.
- (ii) The following expenditure decisions had been taken by the Executive Officer:
  - Purchase of publicity materials for the Community Walk, £190
  - Temporary toilets for the Community Walk, £130
- (iii) To note completion of the first quarter book-keeping check for 2018/19  
Cllr P Perry had undertaken the quarterly book-keeping check.
- (iv) To agree the terms of the wayleave at Millennium Park  
The terms were agreed and the solicitor acting on behalf of the parish council would be notified.
- (v) To agree the changes to the bank's authorised signatories

### **It was agreed:**

- To appoint Cllrs Rosemary Briggs and Philip Perry to be authorised signatories on the parish council's bank account at Unity Trust Bank.
- To remove Cllrs Judith Jagger and Jennifer Jellie from the bank mandate.

And further confirmed:

- That the people named on the new bank mandate form will be authorised signatories on all accounts at Unity Trust Bank;
- That instructions and changes will be given in line with the mandate;
- That the Bank is entitled to rely upon the amended mandate until it receives a later mandate amending it;
- That the parish council is aware Unity Trust Bank may not make enquiries before acting on instructions given by any authorised signatory;
- The Parish Council will notify Unity Trust Bank of any changes to the organisation in writing.

## 18/121 Committee, Working Party and Members' reports on meetings attended

- a) **Planning Committee** – meeting held 16/08/2018  
Members noted the draft minutes.

- b) **WW1 Working Party**

**It was agreed** to install a flagpole in Millennium Park with a plaque to state the reason for the installation; funding to be provided from council reserves.

**It was agreed** to ask the representatives of Troop Aid to attend the next parish council meeting to talk about their suggestion of a Memory Board.

## 18/122 Events

- a) **Barnt Green Annual Community Walk** – Saturday 22<sup>nd</sup> September –  
The Parish Footpath Warden is making arrangements for this event, to include a variety of supporting 'tables' to include information on walking holidays, the Barnt Green calendar 2019, and participants of the recent church trip to Kenya, as well as the usual refreshments and entertainment.  
There will be a choice of 3 distances – 8 miles starts 1pm, 5 miles starts 2pm and 3 miles starts 3pm with the aim of all returning to Millennium Park by 5pm – 5.30pm.
- b) **Christmas Lights-On event 01/12/2018, 4pm – 6pm**  
**It was agreed** to not seek any form of road closure for Hewell Road for the annual Christmas lights event. The event will be further discussed at the Village Team meeting on 13/09/2018.
- c) **Dates of other 2018 events:** Wassail Walk 27/12/2018

**18/123 Environment & Community Wellbeing**

**a) Support for natural pollinators**

**It was agreed** to clear the waste-ground to the right of the entrance to Green Bank in readiness for planting a mix of wild-flower seed; this would need to be annually mowed and maintained. Information would be provided on site to state what is being done and neighbouring properties would be kept informed.

**b) Annual installation of Christmas tree in Millennium Park**

**It was agreed** to annually import and install a Christmas tree into Millennium Park which would act as the focal point for the Lights-On event.

**18/124 Planning**

**a) Members responded to the following consultations**

Log no.	BDC ref	Site Address	Proposed development
099	18/00882	21 Blackwell Road	Extensions and alterations to existing dwelling
	Re-consultation	B45 8BT	

PC comment: The Parish Council would recommend this application is refused due to the adverse impact on the neighbouring property to the north. The proposal will be overbearing, overshadowing and infringes the '45 degree' requirement.

**18/125 Administration, Governance and Consultations**

**a) Approval of the Freedom of Information Policy**

**It was agreed** to adopt the revised Freedom of Information policy.

**b) To respond to consultation by Ministry of Housing, Communities and Local Government with regard to the 'referendum principle'**

**It was agreed** to respond to MHCLG consultation on the subject of the imposition of the referendum principle should the parish or town council be minded to increase its precept by more than the stipulated maximum. The parish council is in favour of no such imposition.

**c) To approve various appointments following resignation of J Jellie**

**It was agreed** to appoint as follows:

- **Environment Committee:** to add Cllr Rone-Clarke
- **Staffing Committee:** to add Cllr J Jagger
- **Staffing Committee:** to appoint Cllr P Perry as Chairman.
- **Village Team Meetings:** Cllr Jagger would be the liaison member
- **Associate School Governor:** Cllr Nilsson indicated an interest but would need to find out more before committing to the role; he would be put in touch with an existing governor.

**18/126 Future Meetings and Items for future agendas**

**a) Environment Committee meeting, 10/09/2018:** Cllr R Briggs (committee chairman) would be unable to attend this meeting; it was agreed to rearrange the date to be acceptable to all committee members.

**b) Bromsgrove Area Committee of WorcsCALC, 12/09/2018, 6.30pm**

**c) Village Team Meeting, 13/09/2018, 5.30pm**

**18/127 Date and Venue of Next Meeting**

Monday 17<sup>th</sup> September, 7pm at Barnt Green Baptist Church lounge.

This meeting ended at 21:20hrs.

Signed..... Date.....

Minute no. 18/120(i)

Bank Reconciliation to 31/07/2018			
Cash book		Bank Statements	
Cash in hand at 01/04/2018	76,693.45	Current account	6,111.10
Add receipts to 31/07/2018	31,467.33	Deposit account	31,583.24
Less payments to 31/07/2018	-23,010.81	Building society	54,801.13
	0	Pocket card	200.00
	0	Less u/p payments	-7,545.50
	85,149.97		85,149.97

Excerpt from cash book:

	subtotal for month, July 2018	19.83	4,698.63	442.41	4,256.22
	total for year to date	31,467.33	23,010.81	1,523.65	21,487.16
Receipts and Payments for August 2018					
	Description	Receipts	Payments Gross	Payments VAT	Payments Net
v070/R5	VAT Reclaim	2,434.56	-	-	-
v070/R6	VAT Reclaim - duplicated	2,434.56	-	-	-
v071/R7	Service upgrade, prepaid returned	-	- 15.72	-	- 15.72
v072	Wayleave valuation	-	600.00	100.00	500.00
v073	Website hosting, annual charge	-	120.00	-	120.00
v074	Contribution to footpath & culvert works	-	1,070.00	-	1,070.00
v075	Office stationery	-	113.78	18.96	94.82
v076	Grounds Maintenance at playing field	-	278.89	46.48	232.41
v077	Toilet hire for Fun Run	-	156.00	26.00	130.00
v078	Brochure display stand	-	26.16	4.36	21.80
v079a	Dusk to dawn footpath lighting energy	-	223.38	37.23	186.15
v079b	Continuous footpath lighting energy	-	12.25	0.58	11.67
v080a	Millennium Park grass cut	-	114.00	-	114.00
v080b	High street verges cut	-	28.00	-	28.00
v080c	Millennium Park hedge cut	-	65.00	-	65.00
v081	Outdoor Parish Caretaker, July 2018	-	416.66	-	416.66
v082	Repairs to footpath lighting	-	126.83	21.14	105.69
v083	Litter bin for playing field	-	233.94	38.99	194.95
v084	Office mobile phone	-	5.00	0.83	4.17
v085	Staff pensions	-	164.90	-	164.90
v086	Staff salaries	-	1,098.53	-	1,098.53
v087	Monthly retainer re footpath lighting	-	364.00	44.00	320.00
v088 & v023	v023 Annual Line rental, included in v088	-	- 197.88	- 32.98	- 164.90
v088	Various office expenses	-	316.35	-	316.35
		-	-	-	-
	subtotal for August 2018	4,869.12	5,320.07	305.59	5,014.48
	total for year to date	36,336.45	28,330.88	1,829.24	26,501.64