

# BARNT GREEN PARISH COUNCIL

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## DRAFT

**Minutes of the Parish Council meeting  
held at Barnt Green Baptist Church lounge, B45 8LU**

**on Monday 18 March 2019 at 7.00pm**

*Barnt Green Parish Council adopted the General Power of Competence, June 2015*

**Members present:** Cllrs R Cholmondeley (Chairman), Cllr C Hotham (vice-chairman)  
J Jagger, J Nilsson, P Perry.

**In attendance:** A representative of The Village magazine  
One member of the public  
PC Earle Hyder West Mercia Police  
Executive Officer, Tracy Bodley

### **19/030 Apologies**

Cllr R Briggs

Cllr J Jagger

Worcestershire County Councillor P McDonald (Beacon Division)

### **19/031 Declarations of Interest:** Councillors were 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 has a standing declaration in his role as a member of the district council's planning committee; any comments made at parish council meetings on planning matters are made prior to possession of the full facts and would not amount to pre-determination.

### **19/032 To consider any dispensations**

No dispensation requests had been received.

### **19/033 Adjournment of meeting to hear from:**

#### **a) Members of the Public**

Representation was received from the volunteer co-ordinator of the Pollinator scheme, Rachel Banner who spoke about the 3-5 year project and steps for rolling the project out in other areas of the village if the pilot scheme is successful.  
The Chairman thanked Rachel Banner for her efforts.

- #### **b) Supporting organisations, eg Safer Neighbourhood Team –** PC Earle Hyder reported that crime in the area was low in relation to other areas within West Mercia, however he stated that a car had been broken into and items stolen from the vehicle. Cllr Hotham stated that he had concerns about the number of parked vehicles on Hewell Lane most predominantly by the building works at the Francis Homes development. Cones that had been placed for parking restrictions had now been removed again. PC Hyder stated that the cones placed by PC Jinder had been stolen and PC East had been tasked to go and ticket in this area, however on arrival there were no vehicles present to enforce the restrictions on that occasion.

- c) **Worcestershire County Councillor** – Peter McDonald (Beacon division)  
Not present.
- d) **Bromsgrove District Councillor** - Charles Hotham (Barnt Green & Hopwood)

Cllr Hotham reported that the budget for BDC had now been approved. The Independent Party suggested an alternative budget and although it was considered that there were merits in the alternative proposed this was not supported in the vote.

**The meeting resumed.**

**19/034 To adopt previous minutes**

- a) To approve adoption of the minutes of the Parish Council meeting held 18/02/2019  
**AGREED**

The minutes of the Parish Council meeting held 18/02/2019 were approved as an accurate record of the meeting and signed by the Chairman.

**19/035 Chairman’s Report**

- a) Libraries – At the WCC Overview and Scrutiny cuts to the library service was discussed.

It was stated that it appeared to be a cost cutting exercise and that no thought had been given to the repositioning of its functions and the community which it serves.

- b) Bollards at the Victoria pub – It was reported that for approximately two weeks bollards had been installed at the entrance to the Victoria pub only being raised at 11am and lowered at closing time. The Chairman stated that he would make further enquiries.

- c) Lift Installation response from Department of Transport – The chairman stated that the response received and circulated at the meeting was disappointing and had no recognition to the disability issues.

It was stated that this was an issue that required retention in the public arena by way of a press article to local newspapers.

It was thought that a strongly worded letter be sent to the DfT outlining that this was a legal compliance issue and that a similar letter be sent to the Disabilities Minister and the Disabilities Officer at WCC.

**19/036 Executive Officer’s Report**

To be advised of any decisions taken under delegated powers since the last meeting and receive updates to ongoing matters and a list of office communications since the previous council meeting.

a) Station	<p>A response from Richard Brooks of West Midlands Rail was received on 7 March and circulated with the publication of the agenda.</p> <p>It was agreed to respond stating that the station needed to get the basics in place an issue that BGPC felt strongly about.</p> <p>Further discussion also took place regarding the work being carried out on the bridge and the water drainage falling away from the temporary road.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>RESOLVED: that a response be written to Richard Brookes requesting that all the issues as outlined in the email summary be addressed as a matter of course.</p> </div>
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b) Elections Seminar	It was stated that receipt of nominations had to be lodged by 3 April 2019. A request was submitted to view the current copy of the electoral register. It was advised that candidates could view this in the parish office.
c) Barnt Green Stream Quotation – Trash Screen	It was advised that the breakdown of the costs involved to supply and install a new culvert grill was as follows:  Fabrication £250 Galvanisation £100 Installation £325  RESOLVED:  1. That the expenditure is approved. 2. That the debris clearance would be added to the duties of the Lengthsman.
d) Cala Homes development – Section 106. Improvements to the Barnt Green Playing Field path	Noted.  RESOLVED:  That the item be brought to the Parish Meeting in June 2019.

## 19/037 Finance

- (i) To note the current financial position and bills for payment

RESOLVED:

- a. That the current financial position was noted.
- b. That the list of payments was agreed.

- (ii) To be advised of any expenditure decisions taken by the Executive Officer  
It was advised that a replacement office shredder was purchased.

RESOLVED:

That the comment was noted.

- (iii) Monzo Card

RESOLVED:

That the committee approved that £200.00 be transferred onto the card for the purchase of incidental items that cannot be purchased on receipt of invoice.

(iv) Cambridge Building Society Savings Account -

RESOLVED:

- a. That the committee approved the decision to remain with Cambridge Building Society.
- b. That the committee also approved that the mandate be updated to remove E Gumbley and the Chairman and Vice Chairman duly signed a prepared letter accordingly.
- c. That the committee approved that the mandate be updated following the elections to reflect the position of the new council.

**19/038 Committee, Working Party and Members' reports on meetings attended**

- a) Christmas Lights Display Update –  
The committee noted the meeting notes with GJH Electrical Services Ltd held on 26 February and Turnock Ltd on 7 March and was advised that a further meeting was yet to be arranged with Blachere.
- b) Replacement Street Lighting Update – The committee noted the meeting notes with GJH Electrical Services Ltd held on 26 February and was advised that the quotation requested was yet to be received for a phased installation or installed in one go.

RESOLVED:

- i) That a reminder be sent to GJH Electrical Services Ltd.
- ii) That an email be sent to Cllr McDonald regarding potential WCC funding for replacement of existing lighting to a more energy efficient form of light.

- c) Smart Water Project Update – The committee noted the meeting notes with West Mercia Police held on 26 February.

RESOLVED:

- i) That a reminder be sent to Michael Simpson to progress the project and secure the grant.

**19/039 Events**

- a) Police Pop-Up, at the parish council office – It was reported that PCSO Stuart Taylor would be in touch when he returned on duty on 22 March 2019.
- b) Fun Run 2019  
No further information has been received.
- c) Summer Treasure Hunt  
Discussion took place regarding the feasibility and coordination of such an event.  
Points discussed:
  - i. There would be two treasure hunts – One for adults and the second for children.

- ii. Volunteers enlisted – The Chairman’s sister would assist with devising questions for the treasure hunt.
- iii. A walk about is arranged for 2 April 2019 at 2pm, meeting at Millennium Park to devise a route and questions.

#### 19/040 Environment & Community Wellbeing

- a) **Vehicular collision – Bittell Lane, Friday 1 March 2019:** Reports have been received from two residents of Bittell Lane regarding a collision between two vehicles. One vehicle mounted the pavement and subsequently crashed into a village street lamp. The incident was reported in the first instance to BGPC Electrical contractor to determine the damage. Cost for the replacement door and light fitting has yet to be received.

RESOLVED:

That the comments were noted and GJH Electrical services were thanked for their prompt action.

- b) **Pollinators Site**

RESOLVED:

That the comments were noted as previously discussed.

- c) **Butterwick Close:** Concerns about public safety re: footpath junction with Cherry Hill Road and openness of balancing pond.  
A response was received from Edward Bate, Engineer at CALA Homes regarding risk assessments for the following areas; balancing pond and gated access onto Cherry Hill Road.  
It was stated that BDC are in discussion with CALA Homes regarding the gated access and enforcement may be required.

RESOLVED:

That the comments are noted and the committee be kept updated on any further developments.

#### 19/041 Planning Applications

RESOLVED:

That it be noted that there were no planning applications received.

#### 19/042 Future Meetings and items for future agendas

Councillors were reminded of meetings to be attended and used this opportunity to raise items for future agendas.

- a) The committee was advised that the EO will be attending a training session run by Calc - New Council Preparation. On Wednesday 27 March at 10am and therefore the office would be closed on that day.
- b) To approve the calendar for the remainder of 2019 to include Ordinary Meetings, Committee Meetings, Annual Assembly and Annual Council Meeting.

It was advised that the Finance and General Purposes Meetings being held on 8 April 2019 is cancelled.

It was further advised that the Parish Council Meeting to be held on 19 August 2019 be removed for a summer break.

RESOLVED:

That the calendar appended is approved and circulated on the public noticeboard.

**19/043 Date and Venue of Next Meeting**

Next ordinary parish council meeting will be Monday 15 April 2019, 7pm at Barnt Green Baptist Church.

This meeting ended at 20:40hrs

Signed:..... Date.....  
Chairman, Barnt Green Parish Council 15/04/2019

Agenda Item 19/037 (i)  
Excerpt from the Financial Spreadsheet for March Payments

Payments for March 2019		Description	Payment Gross	Payment VAT	Payment Net
BACS	V192	Clerks Gathering Year End Preparation	10.00	-	10.00
BACS	V193	A5 Parish Council Newsletter - Spring 2019	260.00	-	260.00
BACS	V194	Outdoor Parish Caretaker Feb 19	416.66	-	416.66
s/o	V195	Grounds Maintenance at playing field	278.89	46.48	232.41
BACS	V196	Repairs and replacement lamps	188.26	31.38	156.88
DD	V197	Office Landline, broadband & calls 12.02 -27.2	35.40	5.90	29.50
DD	V198.1	footpath lighting energy, dusk2dawn	208.92	34.82	174.10
DD	V198.2	footpath lighting energy, continuous	11.87	0.56	11.31
BACS	V199	Shredder	80.18	13.36	66.82
BACS	V200	Angle Motif Repair to frame	120.00	20.00	100.00
BACS	V201	expenses and miscellaneous items	17.63	-	17.63

Current financial position (bank reconciliation to 28 February 2019)

Bank Reconciliation 28th February 2019			
<b>Cash in hand at 1 April 2018</b>			
Unity Bank current account	2,240.80		
Unity Bank deposit account	21,173.41		
Cambridge Building Society	54,801.13		
<b>Opening bank balances</b>		£78,215.34	
Petty Cash	200.00		
Less unrepresented cheques/payments	-1,721.89		
<b>Opening Cash Book balance</b>		£76,693.45	
<b>Add receipts between 1 April - 28 Feb 2019</b>	70,097.97		
<b>Less payments between 1 April - 28 Feb 2019</b>	63,645.28		
<b>Cashbook balance at 28 Feb 2019</b>		£83,146.14	<b>A</b>
<b>Cash in hand per bank statements at 28 Feb 2019</b>			
Unity Bank current account	598.15		
Unity Bank deposit account	27,435.85		
Cambridge B/S	55,212.14		
Pocket account	-		
less unrepresented payments, as list below	100.00		
<b>Bank balances at 28 Feb 2018</b>		£83,146.14	<b>B</b>

A - B = £0.00

unrepresented payments list	
Clerks and Councils	100.00
	100.00

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Barnt Green Annual Assembly	
2019	Venue
25 April	Friends Meeting House
<b>Ordinary Meetings of the Parish Council held on the third Monday of each month at 7pm unless otherwise stated:</b>	
20 May (Annual Council)	Barnt Green Baptist Church Bittell Road B45 8LU
17 June	
15 July	
16 September	
21 October	
18 November	
No meeting of full council in December	
<b>2020</b>	
20 January	
17 February	
16 March	
20 April	
18 May (Annual Council)	
<b>Committee meetings: 80 Hewell Road, B45 8NF - at 10am unless otherwise stated.</b>	
<b>Environment Committee:</b> Members – Cllrs R Briggs (Chairman), R Cholmondeley, J Jagger, H Rone-Clarke To meet: <b>Mondays 3 June 2019, 9 September 2019, 3 February 2020.</b>	
<b>Finance &amp; General Purposes Committee:</b> Members – Cllrs R Cholmondeley (Chairman), C Hotham, J Jagger, P Perry <b>Mondays 1 July 2018, 7 October 2018, 6 January 2020, 6 April 2020</b>	
<b>Planning Committee:</b> Members – Cllrs S Whitehand (Chairman), R Briggs, R Cholmondeley, P Perry To meet as and when required.	