

# BARNT GREEN PARISH COUNCIL

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## Minutes of the Finance & General Purposes Committee Meeting Monday 14<sup>th</sup> January 2019 at 10.00am Parish Council office, 80 Hewell Road, Barnt Green, B45 8NF

<b>Present:</b> Councillors R Cholmondeley (Chairman), C Hotham, J Jagger, P Perry	
<b>In attendance:</b> Mrs G Lungley (retiring Executive Officer) Mrs T Bodley (Executive Officer from 28/01/2019)	
<b>F19-01</b>	<b>Apologies</b> None expected.
<b>F19-02</b>	<b>Declarations of Interest</b> - Councillors were reminded to, when applicable: a) keep their register of interests updated (Register of Interests). b) Declare Disclosable Pecuniary Interests in items on the agenda and their nature. c) Declare any Other Disclosable Interests in items on the agenda and their nature.  No special interests were declared. There were no requests for a dispensation.
<b>F19-03</b>	<b>Public Question Time</b> No required.
<b>F19-04</b>	<b>Approval of the minutes of the committee meeting held 08/10/2018</b> The minutes of the meeting held 08/10/2018 were approved and signed.
<b>F19-05</b>	<b>Items of business</b> a) Savings arrangements agreed at meeting held 08/10/2018 (decision not acted upon due to likely deleterious impact on savings) and to decide to close existing savings account to transfer funds to an account offering a better rate of interest. <b>It was agreed</b> to close the account at Cambridge Building Society (0.25% gross interest pa) and transfer the funds to the Unity Trust Bank account (0.40% gross interest pa) until a better rate of interest is identified. b) To review all other actions from the previous meeting <b>ba) Review of the Council's level of risk:</b> <b>ba1) It was agreed</b> to diarise the annual assets inspection; the EO would prepare a list of items to be checked. <b>ba2) It was agreed</b> to add the quarterly check of salary/HMRC/NI/pension payments to the internal quarterly accounts review. <b>ba3)</b> Two fire extinguishers had been purchased (1no. CO2, 1no. foam). <b>ba4)</b> Members discussed the safety of the office and its use for public meetings. <b>bb) Preparation of a 3-year budget plan</b> Not yet progressed.

	<p>c) <b>Replacement of existing sodium footpath lighting with LED-style lamps as each sodium light fails and to establish a working party to prepare costings for the council.</b></p> <p>Members discussed the situation relating to the sodium lamps which are becoming harder to source and therefore more expensive. LED lighting is brighter and uses less electricity. Subject to the tendering process...</p> <p>...It was agreed to replace the lights in Bittell Road with LED lighting in one go and to replace the remaining lights as they fail. No working party required.</p> <p>d) <b>The budget for 2019/20.</b></p> <p>A draft budget arising from comments made at previous meetings was circulated and discussed. Various payments that are expected in the near future include:</p> <ul style="list-style-type: none"> <li>- Commuters' car park bin and sign</li> <li>- Christmas tree lights (2018 tree and lights on corner of Hewell Road/Millennium Park had been criticised leading to need to revise for 2019 display; Blachere's Christmas lights representative would be invited to offer advice)</li> <li>- Annual fun run may be held in May 2019 and potential to hold on playing field rather than start from Millennium Park.</li> <li>- Possibility of requirement to support local libraries (both Alvechurch and Rubery are under threat of change/closure).</li> <li>- Renewal of electricity supply contract. SSE remain best option but members need to decide on 2 or 3-year contract. Query whether the contract could be revised following reduction in use of electricity due to LED lighting.</li> <li>- The expected income of £30,000 commuted sum from CALA Homes for maintenance of commuters' car park is to be retained as an identified reserve.</li> </ul> <p>The finalised budget is attached.</p> <p>e) <b>Recommendation of the precept for 2019/20 for council approval 21/01/2019.</b></p> <p>When setting the budget, members' preference had been to maintain the precept impact on the council tax payer at the same level as for the last few years, ie £62.58pa for Band D council tax payer (pro rata for all other bands). The recommendation to the full council meeting would be to precept for £63,480.</p>
<p><b>F19-06</b></p>	<p><b>Councillors' reports and items for future agendas</b></p> <p>Councillors may use this opportunity to:</p> <ul style="list-style-type: none"> <li>(i) report minor matters of information not included elsewhere on the agenda;</li> <li>(ii) raise items for future agendas.</li> </ul> <ul style="list-style-type: none"> <li>- Cllr C Hotham notified the meeting of recent discussion at Bromsgrove District Council regarding the use of £45,000 S106 monies that had been put aside for the installation of public toilets in Barnt Green. As it appears this scheme is unlikely to be welcomed by residents it had been suggested instead to use the fund to improve the Barnt Green playing field, eg the provision of alternative recreation facilities.</li> <li>- Members were notified the office lease continues to April 2020.</li> </ul>
<p><b>F19-07</b></p>	<p><b>Date and venue of next meeting</b></p> <p>Monday 8<sup>th</sup> April 2019, 80 Hewell Road.</p>
<p>This meeting ended at 11.55am</p> <p><b>Signed..... Date.....</b>  <b>Committee Chairman</b></p>	

RECEIPTS	Actual outcome 2017/18	Expected outcome 2018/19	Proposed budget 2019/20
Precept	62,490	62,440	63,480
Interest	321	300	150
Lengthsman reimbursement	2,776	1,888	1,888
VAT Refund	9,308	5,000	5,000
Other income	1,916	100	300
Hires (room / playing field)	860	510	600
<b>Total receipts</b>	<b>67,803</b>	<b>70,238</b>	<b>71,418</b>
PAYMENTS			
Staff Costs	16,969	17,500	17,000
Chairman's expenses	200	200	200
Office Running costs	6,529	7,000	7,000
Training and Publications	163	500	1,000
Meeting Rooms and Refreshments	39	200	350
Subscriptions	822	880	950
Insurance	760	790	800
Auditor Fees	420	550	550
Legal/Professional Fees	-	800	500
Election costs	-	500	500
Grants / donations	1,550	1,000	1,000
General admin cost (inc bank charges)	840	650	1,000
<b>Administration</b>	<b>28,291</b>	<b>30,570</b>	<b>30,850</b>
Newsletters	800	850	900
Website	880	180	150
<b>Communications</b>	<b>1,680</b>	<b>1,030</b>	<b>1,050</b>
Park Mowing	1,055	1,155	1,155
Park Maintenance	392	500	500
Park Safety Inspections	127	70	70
<b>Millennium Park</b>	<b>1,574</b>	<b>1,725</b>	<b>1,725</b>
Field Mowing & Maintenance	4,609	4,000	4,400
Field Safety Inspections	127	67	70
<b>Playing Field</b>	<b>4,736</b>	<b>4,067</b>	<b>4,470</b>
Hanging baskets	455	565	600
Planters	1,115	929	1,200
Other environmental	454	280	1,000
Outdoor Parish Caretaker		5,000	5,000
Commuters car park			500
<b>Village Environs</b>	<b>2,024</b>	<b>6,774</b>	<b>8,300</b>
Lights Maintenance/repairs	3,942	4,000	4,500
Lights Electricity	2,401	3,500	2,500
Christmas Lights/Tree	6,959	7,000	7,500
<b>Street Lighting</b>	<b>13,303</b>	<b>14,500</b>	<b>14,500</b>
Lengthsman charges	2,500	2,000	2,000
<b>Highways</b>	<b>2,500</b>	<b>2,000</b>	<b>2,000</b>
Events, inc community walks	2,610	2,000	2,000
Neighbourhood Plan		500	500
Contingency	-	-	1,023
	<b>2,610</b>	<b>2,500</b>	<b>3,523</b>
Payments: Revenue Budget	<b>56,718</b>	<b>63,166</b>	<b>66,418</b>
VAT paid	5,448	3,142	5,000
<b>Total payments</b>	<b>62,167</b>	<b>66,308</b>	<b>71,418</b>
Capital Projects funded via Reserves:	7,539.28	<b>3,800.00</b>	4,500.00
Election 02/05/2018			1,500
Wild flowers/pollinators			500
Neighbourhood Plan			2,000
Comms Car Park furniture			500

Minute no. 19-05(d) and (e)  
Barnt Green Parish Council  
budget proposal as at  
14/01/2019

Precept of £63,480 impacts  
on council tax payer as  
follows:

Band A: £41.70pa  
Band B: £48.67pa  
Band C: £55.63pa  
Band D: £62.58pa  
Band E: £76.49pa  
Band F: £90.39pa  
Band G: £104.30pa  
Band H: £125.16pa