

BARNT GREEN PARISH COUNCIL

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Minutes of the Parish Council meeting held at Barnt Green Parish Council, 80 Hewell Road, B45 8NF on Monday 11 April 2022 at 7.00pm

Members present: Cllrs R Cholmondeley, C Hotham, P Perry.

In attendance: Executive Officer, Eleanor Choudry.

22/001 Apologies

Cllr Nilsson, Cllr Whitehand, Cllr Polton, Cllr Roberts.

22/002 **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 declared an interest in agenda item 21/106 d) as he is a Trustee of Cock's Croft, the adjoining woodland. 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.

22/003 To consider any dispensations

No dispensation requests were received.

22/004 Open Session Participation to hear from:

- a) **Members of the Public** – None present.
- b) **Supporting organisations**, Alvechurch & Wythall SNT, West Mercia Police. Not present.
- c) **Worcestershire County Councillor** – Adrian Kriss (Beacon division) Not present.
- d) **Bromsgrove District Councillor** - Charles Hotham (Barnt Green & Hopwood) BDC have appointed a contractor to manage the 8 kilometres of waterways including brooks/streams in the area. The maintenance team will carry out 6 monthly checks at a cost of £45k per annum.

22/005 To adopt previous minutes

- a) To approve adoption of the minutes of the Parish Council meeting held 21 March 2022.

RESOLVED:

- i) That the minutes of the Parish Council Meeting held on 21 March 2022 be approved as an accurate record of the meeting and signed by the Chairman.

22/006 Chairman's Report

A reminder of Rachel Banners Open Garden Day at 14 Sandhills Road on bank holiday Monday 18th April at 2pm in aid of the Red Cross for Ukraine. Barnt Green community walk will be Saturday 17th September. Warwick Butchers has been booked for the event.

22/007 Executive Officer's Report

The council was advised of decisions taken under delegated powers, updated on ongoing matters and relevant office communications were reported upon.

a) Station Lift Update	<p>Leanne Brooks, Network Rail, sent a report advising targeting submission to the DFT at the end of April, for a decision at their May board meeting.</p> <p>RESOLVED: That the report be noted.</p>
b) Bank signatories	<p>Cllr signatories signed the Unity Trust bank account management form to remove previous EO Tracy Bodleys bank access.</p> <p>RESOLVED: EO to upload signed document to Unity Trust.</p>
c) £55 cash income	<p>EO has paid the cash from the Social Club hiring of the office into the Unity Trust current bank account.</p> <p>RESOLVED: That the report be noted</p>
d) 3 x Keys for shed in Bittell Road playing fields	<p>3 more shed keys had been cut. The Parish Caretaker has 1 key, the EO 1 key and Total Football Craig Nicolls has 3 keys.</p> <p>RESOLVED: That the report be noted.</p>
e) 1 st instalment of Precept received £34k on 1/4/22	<p>RESOLVED: That the report be noted.</p>
f) Millennium Park	<p>Outdoor Parish Caretaker reported 3 smashed bottles. EO reported to the Community Police.</p> <p>RESOLVED: That the report be noted.</p>
g) Bittell Road Playing Fields	<p>The Outdoor Parish Caretaker has repaired the picnic bench leg.</p> <p>RESOLVED: That the report be noted.</p>
h) Parish Councillor Vacancy	<p>The Casual Vacany Notice had been displayed with a closing date of 11th April. An election had not been called so the Parish Council can co-opt.</p> <p>RESOLVED: The EO to advertise the councillor vacancy for co-option on the notice board/website.</p>
i) Parkers Piece Playing Field play equipment.	<p>2 quotes are in progress to remedy the wet and muddy ground surrounding the equipment.</p> <p>RESOLVED: That the report be noted.</p>
j) VAT reclaim.	<p>A claim from 1.10.21 to 31.3.22 is in progress for £2,537.84.</p> <p>RESOLVED: That the report be noted.</p>

22/008 Finance

- a) To note the current financial position and bills for payment. See page 6 and 7.

RESOLVED:

- i) That the current financial position be approved.
- ii) That the list of March payments be approved.
- iii) That the list of April payments be approved.

- b) To be advised of any expenditure decisions taken by EO. The Monzo card payments to date were listed. Due to expenditure for the Platinum Jubilee Celebrations it was agreed to top the Monzo card back up to £200 via a bank transfer of £112.51. An additional purchase of £34.96 had been made for jubilee chocolate coins. It was agreed that additional Monzo top ups may be required for further Platinum Jubilee expenditure.

RESOLVED: That the transfer of £112.51 to the Monzo card will be authorised. Additional Monzo top ups are authorised if required due to Jubilee expenditure.

22/009 Environment & Community Wellbeing

- a) Platinum Jubilee Celebrations on Sunday 5th June 2022 2.30pm to 5pm at Bittell Road Playing Field. The EO to order bunting which the Parish Caretaker has agreed to hang outside the shops. The EO to order an inflatable slide and obstacle course with generator. The children using the inflatables will need to be supervised. The EO has ordered one portaloos. A bowl of chocolate coins has been ordered. Resident Kay Cholmondeley has kindly purchased pavement chalks and a trophy for a jubilee competition. Cllr Cholmondeley to ask whether skipping ropes, hula hoops etc could be borrowed from St Andrews school. Village Vineyards and Greg Hunt will be providing refreshments. The Indian restaurant Deedar are to be asked if they are interested in being involved. The EO to organise event advertising, flyers/banners etc. Cllr Hotham to enquire about music.

RESOLVED: That orders are placed and then an application for the community events funding be made.

- b) Blossom Walk Saturday 7th May 2022. Greg Hunt will organise the walk with Simon Richards. The walk will start in Millennium Park. Banners and flyers have been delivered. Simon Richards is distributing the flyers and will carry out a Risk Assessment. The EO to hang the banner. Cllr Cholmondeley will sign in the walkers on the day

RESOLVED: That the report be noted.

- c) Brass Beatz in Millennium Park on Saturday 2nd July 2022. Greg Hunt is providing apple cider/juice. Village Vineyards are to provide food. The Citizens Advice Bureau will have a stall. Brass Beatz will perform from 2.30pm to 5pm. Cllr Cholmondeley and Cllr Hotham will attend the event and help erect the gazebos from 12 noon. Banners and flyers to be ordered and the event advertised in the Bromsgrove Advertiser and Bromsgrove Standard in the What's On listing.

RESOLVED: EO to order banners/flyers and place adverts. EO to contact ice cream van man to attend Jubilee and Brass Beatz events.

- d) An application for village green status for the field adjoining footpath BG507 was submitted on 12th January and has been officially registered.

- e) Welcome Back Fund – The £2000 grant application was successful and will be paid to contractor J Bishop. £800 has been spent on the boundary laurel trees at the rear of Millennium Park. Councillors are to decide where the remaining £1200 of planting is to be spent.
- f) Barnt Green Medical Trust (BGMT) had some further questions regarding our application and we are now awaiting a decision from the Trustees about the £903.41 to repair the play area bridge and wetpour surface in Millennium Park. The EO is awaiting 2 quotes to rectify the wet and muddy ground surrounding the play equipment at Parkers Piece. A further application for capital funding will be made to BGMT. Cllrs agreed that grant funding will only be sought for capital projects and not for ongoing maintenance costs.

RESOLVED: That the report be noted.

22/010 Planning Applications

a) Members' response to the following consultations:

BDC ref	Site Address	Proposal
22/00277/FUL	Lower Bittell Reservoir, Bittell Farm Road, Barnt Green, Worcestershire	Lower Bittell Reservoir, Bittell Farm Road, Barnt Green, Worcestershire
BGPC Recommendation: Recommend approval.		

21/108 Date and Venue of Next Meeting

Next Parish Council meeting will be 16 May 2022, 7pm, Barnt Green Parish Council Office.

The meeting ended at 19:26hrs

Signed:..... Date.....
Chairman, Barnt Green Parish Council 16/05/2022

Minute Reference 22/008 a) To note the current financial position and bills for payment. Bank Reconciliation 31st March 2022

A	Bank Reconciliation at 31/03/2022		104,006.27
	Cash in Hand 01/04/2021		71,130.44
	ADD Receipts 01/04/2021 - 31/03/2022		
	SUBTRACT Payments 01/04/2021 - 31/03/2022		175,136.71
	Cash in Hand 31/03/2022 (per Cash Book)		66,285.48
			108,851.23
	Cash in hand per Bank Statements		
	Petty Cash 31/01/2022	0.00	
	Cambridge Building Society 31/01/2022	64,187.34	
	Unity Bank Deposit Account 31/01/2022	43,529.91	
	Unity Bank Current Account 31/01/2022	1,133.98	
			108,851.23
	Less unrepresented payments		
			108,851.23
	Plus unrepresented receipts		
B	Adjusted Bank Balance		108,851.23
	A = B Checks out OK		

Minute Reference 22/008 a) Bills for payment March payments to approve:

March payments to approve

Voucher	Description	Net	VAT	Total
180	Office stationery	13.34	2.67	16.01
181	Office stationery	5.41	1.08	6.49
182	Adobe annual subscription to	130.74	26.15	156.89
183	Microsoft licence to Mar 2023	66.66	13.33	79.99
184	Salary	DPA	DPA	DPA
185	Salary	DPA	DPA	DPA
186	Salary	DPA	DPA	DPA
178	Office Energy	97.37	4.86	102.23
179	Office Energy	341.80	68.36	410.16
187	Landline and Broadband	23.87	5.38	29.25
188	Christmas lighting electricity s	109.09	5.46	114.55
189	Bank Service Charge	18.00		18.00

Minute Reference 22/008 a) Bills for payment April payments to approve:

Voucher	Description	Net	VAT	Total
14	Outdoor Parish Caretaker	500.00		500.00
15	Grounds maintenance	266.72	53.34	320.06
12	Office landline, broadband & c	35.46	7.09	42.55
3	Dog bags	137.95	27.59	165.54
4	Annual Subscription	45.00	9.00	54.00
6	Dog & Litter Bin Emptying - Bi	1,125.00	225.00	1,350.00
11	Hire of Cricket Club for Assem	0.00	10.00	60.00
1	Key cutting 3 extra shed keys	45.00	9.00	54.00
5	Shed install	260.00		260.00
8	Salary	DPA	DPA	DPA
9	PAYE	DPA	DPA	DPA
10	Pension contributions	DPA	DPA	DPA
13	Lengthsman Work	225.00		225.00
7	Office Energy	211.42	10.57	221.99

Agenda Item 22/008 b) Monzo card payments to note:

Monzo Balance as at 4.4.22				
Date	Description	Supplier	Expenditure	Deposit

	Opening Balance			200.00
30.3.22	Staple extractor	Amazon	2.14	
31.3.22	File dividers	Amazon	2.40	
4.4.22	Blossom Walk Flyers	VistaPrint	27.82	
4.4.22	Blossom Walk banner	Banner Warehouse	44.24	76.60
		Balance		123.40
		Topup Request		-