

BARNT GREEN PARISH COUNCIL

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Minutes of the Parish Council meeting held at Barnt Green Cricket Club, B45 8LN on Monday 21 June 2021 at 7.00pm

Members present: Cllrs C Hotham, J Jagger, J Nilsson and M Roberts

In attendance: 1 member of the public
Executive Officer, Tracy Bodley

In the Chairman's absence, Vice-Chairman Cllr Hotham took the Chair and welcomed everyone in attendance to the first physical meeting since March 2020. He welcomed the newly elected County Councillor Adrian Kriss and thanked outgoing County Councillor Peter McDonald for his hard work over the past 8 years. Cllr Hotham also expressed thanks to the EO for her work continuing meetings in an online capacity throughout the year producing additional workload and combatting any resulting IT problems.

21/015 Apologies

Cllr Cholmondeley, Perry, Polton and Whitehand

21/016 Declarations of Interest: Councillors were reminded that to ensure transparency and retain public confidence in the council's decisions they are required to -

- Keep their Register of Interests form up to date;
- Declare any Disclosable Pecuniary Interests (DPI) and any Other Disclosable Interests (ODI) in agenda items and the nature of those interests.

Cllr	Minute	Interest	Reason
Hotham	21/018 (a) Members of Public included a Partner of Barnt Green Surgery	Other (Personal)	Husband of a General Practitioner

21/017 To consider any dispensations

No dispensation requests were received.

21/018 Open Session Participation to hear from:

- Members of the Public –** A representative from Barnt Green surgery came to speak about the newly formed charity, Barnt Green Medical Trust. It was reported that the surgery were recipients of a sum of money from a number of benefactors and the Trust had been formed to enable the betterment of health and wellbeing for the village community and those within a three miles radius.
The Trust has enabled the purchase of the Surgery Portacabins which greatly assisted with the Covid vaccination rollout, and a grant has been awarded to aid counselling in Schools for vulnerable children.
The Trust is now looking to support local projects that fit in with its aims. Funding requests should be submitted upon application providing supporting evidence that shows the project meets the Trusts' criteria with application forms being made available from the Practice Manager and Dr Clarkson.

Dr Clarkson left the meeting at 19.48hrs following discussion of agenda items 21/023 b) and e).

- Supporting organisations, None Present.**

c) Worcestershire County Councillor – Adrian Kriss (Beacon division)

Cllr Kriss reported on the following:

- i) Being appointed to the Health Overview and Scrutiny Committee it has been identified that some visitors to A&E do not require emergency treatment. An investigation to identify those entitled to medical treatment is also being examined and a project to educate those in the prevention of alcohol abuse and associated risks in the younger population also being considered.
- ii) WCC is working with libraries to promote the introduction of new business in protection of intellectual property with libraries also offering free advice, grants and business development.
- iii) Education is ongoing throughout the school network regarding the transmissible factors of the Delta variant of Coronavirus.
- iv) Temporary Road Closures that may impact residents of Barnt Green to include; Lickey End Road/End of Old Birmingham Road from 9 Aug – 20 Aug, between 7.30am – 4pm for road resurfacing and A38 – Junction 1 north of Birmingham. Full details will be supplied via email to the EO for publication.
- v) Residents are invited to the 'Here to Help' online focus group on 23 June at 6pm or 25 June at 1pm. Details can be obtained from WCC website.
- vi) Cllr Kriss reported that his member portal would open on 5 July to enable contact from residents in the Beacon division.
- vii) It was announced that it is Fraud awareness month to highlight awareness of all types of fraud particularly cyber fraud which is most common.
- viii) The Cabinet Member for Education – Marcus Hart will visit schools in the division to address certain problems to include parking and vehicular use and looking into developing schemes to improve parking problems for example, residents sharing driveways with those collecting school children.
- ix) Cllr Kriss is pressing for a crossing point on Bittell Road by the entrance to the playing field. Highways are looking to carry out studies on traffic speed and volume if it can be scheduled in.

Cllr Kriss left the meeting at 19:22hrs

d) Bromsgrove District Councillor - Charles Hotham (Barnt Green & Hopwood)

Cllr Hotham reported that there had been a state of semi hibernation at District level due to the inability to hold covid safe meetings. The next meeting has been scheduled to take place on 14 July. Cllr Hotham also reported that the Cherry Hill Avenue planning application, although approved with conditions had been identified as having breached some of those conditions, which was now under investigation.

21/019 Motion to move agenda items 21/023 b) and e) as it is considered these items relate to discussion of those members present during the Open Session - Members of the Public

RESOLVED: That as per Standing Orders item 10 vi. to change the order of business on the agenda, agenda items 21/023 b) and 21/023 e) be discussed at this point in the meeting.

Please refer to page 394 of the minutes.

21/020 To adopt previous minutes

To approve adoption of the minutes of the Annual Parish Council meeting held 04/05/2021.

AGREED - The minutes of the Annual Parish Council meeting held 04/05/2021 were approved as an accurate record of the meeting and signed by the Chairman.

21/021 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	An update received on 18 June detailed that it is anticipated that award of the design be contracted to Murphy and commence on 1 July. Design elements will be shared in due course. The DfT have requested answers regarding
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	<p>combining speed of delivery with best value for money with the response being that it will be achieved by maintaining project momentum to avoid gaps in the schedule of works. It was also reported that DfT recognises that although rail projects require individual approval by HM Treasury, it will assist with the funding bid later in the year.</p> <p>RESOLVED: That the report was noted.</p>
b) Correspondence received from residents regarding Bittell Road Playing Field	<p>It was reported that two dogs whilst off their lead ventured through the side access from the field requesting that a gate be installed to protect dogs venturing out on to the road. A second report stated that another dog ventured into the farmers field at the back of the playing field, chasing sheep. A request has been submitted to make good the fencing that is partly trodden down. BGPC agreed the responsibility was that of the dog owner however it would seek to identify the severity of the gap in the fence by the stile and forward the complaint to the landowner of the field at the rear boundary of the playing field.</p> <p>RESOLVED: That identification of the gap in the hedge be carried out.</p>
c) Mobile Street Trading Application – Ice Cream Van	<p>A Street Trading application has been received from an ice cream vendor wishing to trade Monday – Friday 3pm to 5pm, and weekend 3pm – 6pm.</p> <p>RESOLVED: That the application be granted.</p>
d) PCC Town and Parish Council Survey	<p>A request was made for a council member to complete the survey on behalf of the council.</p> <p>RESOLVED: That Cllr Hotham complete the survey and file online.</p>
e) Severn Trent – replacement pipe work on Hewell Road.	<p>It was reported initial works had been completed earlier this month with further work due in the coming months. There was also discussion and clarification over the leak and subsequent repair to mains supply at the top end of Hewell Road by Orchard Croft resulting in water stoppage in previous weeks.</p> <p>RESOLVED: That the report was noted.</p>
f) Ringway – Parish Makeover	<p>The Parish Makeover now complete included work to the bus shelter, street furniture in the playing field and strimming of each side of the playing field. It was remarked that the improvements were welcomed.</p> <p>RESOLVED: That the report was noted.</p>

21/022 Finance

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

RESOLVED:

- a) That the current financial position be approved.
- b) That the list of May payments was noted.
- c) That the list of June payments be approved.

- (ii) To be advised of any expenditure decisions taken by Executive Officer. A top up petty cash request of £173.56 was approved during May 2021.

21/023 Environment & Community Wellbeing

- a) It was reported that a purchase order had been raised for the replacement picnic bench at Bittell Road Playing Field which will be installed by the OPC once received.

RESOLVED: That the report was noted.

- b) Bittell Road Playing Field Wooden Agility Course quotation for repairs – Discussed at 19:25hrs in accordance with minute ref. 21/019.

A report was circulated along with a quotation to undertake repairs to the roller log that had become detached and disappeared. Two quotations were also circulated with regard to making improvements to the ground at the play equipment siting.

It was stated that a grant may be made available through the Barnt Green Medical Trust, providing that it met the criteria set by the Trust and a determination made as to if the project was match funded or if there was no funds in place. On provision it could be demonstrated that there were health benefits to the project with sustained longevity this would be considered more favourably.

There was also considerable discussion regarding improvements to the ground by the apparatus.

RESOLVED:

- i) That an application be made to the BG Medical Trust for the repair to the agility equipment and the improvement to the ground.
- ii) That the Playdale be instructed to carryout repairs as per quotation once funding had been established.
- iii) That additional quotations be sought for a long-term solution to the ground beneath the apparatus to be included in the grant application.

- c) Public Footpath BG507 – To receive the Footpath Warden Report.

It was questioned if it would be possible for further investigation be undertaken to ascertain if the field behind the Social Club could be designated as a Village Green for the use of tobogganing during the winter months. It was stated that BGPC need not have ownership or responsibility of the field, but legislation does exist in order to protect the use of this type of land that has historically been used by the wider community.

RESOLVED:

- i) That an enquiry be made to the WCC Open Space Officer to see if BGPC could apply for Village Green Status on the land.
- ii) That the results of the enquiry be taken to a future PC Meeting.

- d) Gym Equipment on site support session.

A discussion over the merits of a stand-alone event or incorporation into another event took place. It was decided that as the Community Walk hosted in September currently took place in Millennium Park and logistically movement to the playing field created problems regarding no source of electricity for entertainment and beverage trailer, that a separate event would be preferable.

RESOLVED: That dates be arranged for a session to take place on a Saturday during the summer.

- e) Barnt Green Doctors Surgery, letters of complaint - Discussed at 19:36hrs in accordance with minute ref. 21/019.

The representative from the Surgery was asked to speak on the matter and stated that disappointingly the surgery had received a small number of anonymous letters. It has not been identified if this is a lone perpetrator or the work of an action group, but it has been reported to the police. The national negative press reporting generically on GP Surgeries is incorrect and the representative confirmed that Barnt Green surgery remained open throughout the crisis using different methods for patients to access surgery services through telephone and video consultation and remote triage.

It was stated that the surgery wanted to highlight the problem to BGPC in case it escalated into a demonstration as one of the letters had threatened.

RESOLVED: That Barnt Green Surgery be thanked for their continued support within the community and felt reassured that following a complete lifting of Coronavirus restrictions that a return to normal practice would resume at some point in the future.

21/024 Planning Applications

- a) Members' response to the following consultations:

BDC ref	Site Address	Proposal
21/00572/FUL	76A Bittell Road	First floor and side extension.
BGPC Decision: Recommend approval on the condition that it is not over development of what is a very restricted site. The proposed site plan is incorrect in that it does not show the proposed 2 storey rear development.		
21/00709/FUL	12 Cherry Hill Avenue	Ground floor side and rear extension
BGPC Decision: Recommend Refusal. Building up to the side boundary will lead to maintenance problems. It will also significantly reduce the distance between nos. 11 and 12 which is already quite small.		
21/00791/FUL	17 Hewell Road	Erection of single-storey rear extension with revised fenestration and front door. New raised decking area.
BGPC Decision: Recommend Refusal based on the appearance that the proposed rear extension infringes the 45° angle regulation code in relation to the neighbouring property to the north. If so this application should be refused.		
21/00860/FUL	31 Bittell Road	Single storey rear extension
BGPC Decision: Recommend approval on the condition that there is no infringement of the 45° angle regulation code.		

21/025 Date and Venue of Next Meeting

Next Parish Council meeting will be Monday 19 July 2021, 7pm at Barnt Green Cricket Club.

The meeting ended at 20.29hrs

Signed: 
 Robert Cholmondsey (Jul 21, 2021 10:18 GMT+1)
 Chairman, Barnt Green Parish Council

Date: **Jul 21, 2021**
 19/07/2021

Minute Reference 21/022 (i) To note the current financial position and bills for payment.
Bank Reconciliation 30 April 2021 and 31 May 2021

Bank Reconciliation at 07/05/2021			
	Cash in Hand 01/04/2021		104,006.27
	ADD Receipts 01/04/2021 - 07/05/2021		33,525.97
			137,532.24
	SUBTRACT Payments 01/04/2021 - 07/05/2021		6,753.67
A	Cash in Hand 07/05/2021 (per Cash Book)		130,778.57
	Cash in hand per Bank Statements		
	Petty Cash 30/04/2021	0.00	
	Cambridge Building Society 30/04/2021	64,187.34	
	Unity Bank Deposit Account 30/04/2021	66,859.35	
	Unity Bank Current Account 30/04/2021	181.88	
			131,228.57
	Less unrepresented payments		450.00
			130,778.57
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		130,778.57
	A = B Checks out OK		

Bank Reconciliation at 02/06/2021			
	Cash in Hand 01/04/2021		104,006.27
	ADD Receipts 01/04/2021 - 02/06/2021		33,525.97
			137,532.24
	SUBTRACT Payments 01/04/2021 - 02/06/2021		12,325.15
A	Cash in Hand 02/06/2021 (per Cash Book)		125,207.09
	Cash in hand per Bank Statements		
	Petty Cash 31/05/2021	0.00	
	Cambridge Building Society 31/05/2021	64,187.34	
	Unity Bank Deposit Account 31/05/2021	60,859.35	
	Unity Bank Current Account 31/05/2021	610.40	
			125,657.09
	Less unrepresented payments		450.00
			125,207.09
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		125,207.09
	A = B Checks out OK		

Minute Reference 21/022 (i) To note the current financial position and bills for payment.

May Payments Report – Authorised 18 May 2021

May Payments List				
Voucher	Description	Net	VAT	Total
16	Landline and Broadband	37.50	7.50	45.00
17	Grounds maintenance at playing field	266.72	53.34	320.06
18	Operation Forth Bridge Front Page Edit	45.00	9.00	54.00
19	Annual Membership	918.62	183.73	1,102.35
23	Dog bags	137.25	27.45	164.70
15	Lengthsman Work	225.00	0.00	225.00
20	Petty cash top up	173.56	0.00	173.56
21	Salary	1,425.02	0.00	1,425.02
22	Pension contributions	178.61	0.00	178.61
24	Outdoor Parish Caretaker	450.00	0.00	450.00
25	Internal Audit	220.00	0.00	220.00
26	Service charge	713.84	0.00	713.84
		4,791.12	281.02	5,072.14

June Payments approved on 21 June 2021

June Payments List				
Voucher	Description	Net	VAT	Total
31	Salary	1,341.23	0.00	1,341.23
33	Continuous footpath lighting energy	12.58	0.63	13.21
34	Dusk to dawn footpath lighting energy	213.57	42.71	256.28
38	Landline and Broadband	37.50	7.50	45.00
39	Grounds maintenance at playing field	266.72	53.34	320.06
40	Annual playground inspection - Millennium Park	68.50	13.70	82.20
41	Annual playground inspection - Playing Field	68.50	13.70	82.20
42	Room Hire	50.00	10.00	60.00
32	Pension contributions	178.61	0.00	178.61
35	Lengthsman Work	180.00	0.00	180.00
36	Outdoor Parish Caretaker	450.00	0.00	450.00
37	Annual insurance	1,247.36	0.00	1,247.36
43	Lengthsman Work	202.50	0.00	202.50
44	Office Rent	1,237.50	0.00	1,237.50
		5,554.57	141.58	5,696.15

Minute Reference 21/022 (ii) Monzo Top up reconciliation approved 18 May to note

Monzo Reconciliation up to 10/05/2021				
Date	Description	Supplier	Expenditure	Deposit
	Balance			36.29
18/03/2021	Notebook	Lidl	2.99	
21/03/2021	Monthly Subscription	Adobe	15.17	
		Balance		18.13
23/03/2021	BGPC Topup			163.71
23/03/2021		New Balance		181.84
30/03/2021	Online Communication Subscription	Zoom	14.39	
19/04/2021	annual Subscription	Microsoft	79.99	
21/04/2021	Monthly Subscription	Adobe	15.17	
30/04/2021	Online Communication Subscription	Zoom	14.39	
10/05/2021	Internet Security	ESET	31.46	
		Sub-Total Spend	155.40	
		Balance		26.44
		Top Up Request		173.56






Barnt Green Parish Council Minutes 21 June 2021

Final Audit Report

2021-07-21

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