

BARNT GREEN PARISH COUNCIL

80 Hewell Road, Birmingham, B45 8NF

0121 447 9893

exec@barntgreen.org.uk
www.barntgreen.org.uk



Minutes of the Parish Council meeting held at Barnt Green Cricket Club, B45 8LN on Monday 20 September 2021 at 7.00pm

Members present: Cllrs R Cholmondeley, C Hotham, J Jagger, J Nilsson, P Perry and M Roberts

In attendance: Worcs County Cllr A Kriss
1 member of the public
Executive Officer, Tracy Bodley

21/043 Apologies

Cllrs O Polton and S Whitehand

21/044 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.
- None received.

21/045 To consider any dispensations

No dispensation requests were received.

21/046 Open Session Participation to hear from:

- a) **Members of the Public** – A representative from Barnt Green Sports Club gave a brief presentation on proposals to extend the sports club by increasing the number of hard courts using the land at the rear of Bittell Road Playing fields that it is on a long-term lease to BGPC from Birmingham City Council.
The representative gave an overview stating that the club was looking at ongoing lifetime improvements to the facilities which included essential and optional maintenance with some parts of the building being past its significant life.
Membership has been the greatest it has ever been and if an additional court was installed the club could employ a fulltime coach.
The club does have land available however use of this could limit potential future proposals for the building.
It was considered that the alcove at the end of the run of courts was the clubs preferred option with a request that BGPC approve agreement in principle for the Sports Club to approach Birmingham City Council to acquire the land.

- i) **Motion to move agenda item 21/052 c) as it is considered this item relates 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 item 21/052 c) be discussed at this point in the meeting.

Please refer to page 411 of the minutes.

The representative left the meeting at 19:25hrs.

- b) **Supporting organisations**, Alvechurch & Wythall SNT, West Mercia Police.
Not present.

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

Cllr Kriss reported that the deep cleaning and de-weeding of the roadside gutters has been carried out but in most part has been unsuccessful. Cllr Kriss has reported this to the relevant place team and asked for council members and members of the public to report these problems directly to him in order that he can retain pressure for maximum impact.

The County Officer involved with traffic surveys has reported that monitoring on Kendall End Road has resulted in recording a number of speeding vehicles, 3308 southbound and 3381 northbound with an average speed recorded as 31.5 and 32 respectively.

It was reported that WCC were looking to ensure speed reduction through Cofton Hackett with the possibility of footpath widening and the introduction of a cycle lane to narrow the road in an attempt to slow vehicles down.

A request was made for historic speed measurement results in other areas village wide.

Cllr Kriss left the meeting at 19:46hrs

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

Cllr Hotham reported on the following:

- i) There has been a new member appointment to the Climate Change Cabinet.
- ii) Sandwell Park Fireworks Display has been cancelled due to Covid implications.
- iii) £35m of a pot of £37m in Business grant funding has been given out with £1.4m now being offered on a lesser prescriptive basis to reach those who were unable to claim under the current rules.
- iv) The District Planning review has been delayed due to the cabinet reshuffle at Westminster.
- v) Planning applications received into BDC were approximately in an 8-week queue which was also the case for planning advice requests.
- vi) Town Centre plans have been drafted and submitted to support centres moving forward, with an outside company appointed in the interim to assist with BDC events.

21/047 To adopt previous minutes

- a) To approve adoption of the minutes of the Parish Council meeting held 19/07/2021.
- b) To approve adoption of the Extraordinary Parish Council meeting held 24/08/2021.

RESOLVED:

- i) That the minutes of the Parish Council Meeting be approved as an accurate record of the meeting and signed by the Chairman.
- ii) That the minutes of the Extraordinary Parish Council Meeting be approved as an accurate record of the meeting and signed by the Chairman.

21/048 Policy and Documents Review

RESOLVED: That the Risk Review Register be approved and signed by the Chairman.

21/049 Chairman's Report

The Chairman stated that the Community Walk held on Saturday 18 September was well attended by walkers on all three routes and the weather stayed dry. The after walk event held in Millennium Park was also welcomed, with the Chairman reporting that he would speak to the traders during the week to get feedback on sales.

A request was made to send thanks to the music entertainer.

21/050 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 17 September reporting that development and design work continues. The contractor Murphy and designer (Arcadis) are assembling asset information, remits and requirements and making assessments of the existing layout for suitability for installation.
------------------------	---

	<p>The contractor is embarking on a phase of surveys, including some intrusive survey work on the platform and car park areas to establish quality of foundations and suitability of services. Work will be undertaken predominantly on weekend night times when trains are not running. Some of this work may be noisy and as such a letter-drop to neighbours within a 200m radius of the station has been organised.</p> <p>RESOLVED: That the report be noted.</p>
b) Pollinator Site	<p>Following a complaint from a resident regarding the untidiness of the site instructions have been given to the contractor to carryout end of season clearance work.</p> <p>RESOLVED: That the report be noted.</p>
c) Safer West Mercia Plan for consultation with Communities - Consultation	<p>Launched on 11 August, the West Mercia Police and Crime Commissioner is requesting communities to take part in an online consultation to assist in providing strategic focus. The link was circulated to members and is open until 01/11/21.</p> <p>RESOLVED: That the report be noted.</p>
d) Remembrance 2021 – Supporting veterans by displaying a Tommy	<p>The RBL catalogue was circulated to members who were asked to consider supporting the work of the British Legion by purchasing and displaying a ‘Tommy’ figure.</p> <p>RESOLVED: That BGPC did not approve the purchase of a ‘Tommy’.</p>

21/051 Finance

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

RESOLVED:

- i) That the current financial position be approved.
- ii) That the list of August payments be noted.
- iii) That the list of September payments be approved.

- b) To be advised of any expenditure decisions taken by Executive Officer. A top up petty cash request of £149.51.

RESOLVED: That the top up request of £149.51 be approved.

- c) Office Lease Renewal – There were no further updates given, however it was noted that the invoice as listed in September payments covering the rental period September – December for the front office would be re-issued with an apportioned amount to cover the rear office once the lease had been signed. It was also requested that a record be kept of the number of visitors to the new office to gauge usage data for consideration when carrying out future rental reviews.

- d) Total Football:

- i) Review of Pitch Rent

RESOLVED: That the pitch rent be increased to £200.00 per term to include the sole use of a storage facility as detailed in 21/051 d) ii).

- ii) Permission to install lockable storage at Bittell Road Playing Field – a report was circulated to members in advance of the meeting detailing size, storage type and preferred location of the lockup.

It was suggested that by granting permission to a third party may have future land ownership implication, however the compromise proposed that BGPC purchase the storage facility and incorporate into the hire agreement.

RESOLVED: That the purchase of a storage unit 7ft x 3ft in size be purchased and installed at a suitable location at the playing field.

- e) External Auditor Report 2020/2021 – It was reported that the audit has now concluded with a request that a ‘thank you’ be recorded in the minutes to the EO for their hard work formulating the accounts.

- f) Consideration of a grant to Bromsgrove and Redditch Citizens Advice Bureau.

RESOLVED: That a grant of £500.00 be awarded to Bromsgrove and Redditch CAB.

21/052 Environment & Community Wellbeing

- a) Christmas Lights Switch On – The Chairman stated that the Switch on usually occurred the first Saturday in December rather than the last Saturday in November. It was reported the date had changed in 2019 to accommodate Small Business Saturday.

RESOLVED:

- i) That the Christmas Lights Switch On date be set for 4 December at 5pm.
- ii) That Father Christmas be asked to switch on the lights.
- iii) That a brass band be booked to play prior to the switch on.
- iv) That Cllr Hotham would enquire with BDC as to funding the band.
- v) That the best dressed shop be organised.

- b) Wassail Walk – It was stated that a possible date for the event could be Monday 27 December 2021.

RESOLVED: That the EO would liaise with the Footpath Warden and Orchard Owner to see if they were agreeable to co-host the event.

- c) Barnt Green Sports Club – Discussed at 19:06hrs in accordance with minutes ref: 21/046 a) i).

In addition to a member of the public speaking on behalf of the Sports Club, a report was circulated to members with the agenda outlining proposals from the Sports Club.

There was much debate regarding giving over the land currently used as public open space to a Private Sports Club given the community unless a member would be precluded from using the proposed facility.

It was stated that the alcove was well used during the day having 3 benches and a picnic bench and when the Sports Club were approached by BGPC some years previous with a proposal to spend s106 monies on a MUGA (a multi-use games area for different sports), requesting use of the club’s changing facilities, the application was vehemently denied as it was stated that it is for private membership only.

It was remarked that should the proposals include some shared use for the wider community then the request may be looked at more favourably, however if it was for sole use by private members then a number of councillors did not support this as the land would be a loss of public amenity. Should the Club wish to revert with an alternative proposal of shared mechanism then it may be supported.

Members further debated the pros and cons of making the alcove of Bittell Road Playing Field available for re-use by the Sports Club.

A vote was taken on the motion 'To consider approving an agreement in principle for the Sports Club to make further investigations into using the land', resulting in 3 in favour, 2 opposed and 1 abstention.

A request was made by Cllrs Hotham and Perry to record that they voted against the motion.

RESOLVED: That approval be granted in principle for Barnt Green Sports Club to make further investigations into turning the alcove into an additional hard surface court.

- d) Millennium Park Rough Sleeper – It was reported by the EO that further guidance had been requested from the Police but as yet a response was outstanding. Further discussion took place regarding the process to follow for eviction without breaking pertinent legislation.

RESOLVED:

- i) That Police guidance should be awaited prior to further action.
- ii) That legal advice be obtained failing a successful response from the Police.
- iii) That Cllr Hotham would seek advice from BDC relating to travellers camped on Council land without permission.


21/053 Planning Applications

- a) Members' response to the following consultations:
None received.

21/054 Date and Venue of Next Meeting

Next Parish Council meeting will be Monday 18 October 2021, 7pm, Barnt Green Cricket Club.

The meeting ended at 20:43hrs

Signed: 
Robert Cholmondeley (Oct 19, 2021 19:59 GMT+1)
Chairman, Barnt Green Parish Council

Date: **Oct 19, 2021**
18/10/2021

Minute Reference 21/051 a) To note the current financial position and bills for payment.
Bank Reconciliation 31 July 2021

Bank Reconciliation at 02/08/2021			
	Cash in Hand 01/04/2021		104,006.27
	ADD Receipts 01/04/2021 - 02/08/2021		35,553.42
			139,559.69
	SUBTRACT Payments 01/04/2021 - 02/08/2021		23,712.16
A	Cash in Hand 02/08/2021 (per Cash Book)		115,847.53
	Cash in hand per Bank Statements		
	Petty Cash 31/07/2021	0.00	
	Cambridge Building Society 31/07/2021	64,187.34	
	Unity Bank Deposit Account 31/07/2021	50,329.35	
	Unity Bank Current Account 31/07/2021	1,780.84	
			116,297.53
	Less unrepresented payments		450.00
			115,847.53
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		115,847.53
	A = B Checks out OK		

Bank Reconciliation 31 August 2021

Bank Reconciliation at 06/09/2021			
	Cash in Hand 01/04/2021		104,006.27
	ADD Receipts 01/04/2021 - 06/09/2021		35,718.42
			139,724.69
	SUBTRACT Payments 01/04/2021 - 06/09/2021		26,866.73
A	Cash in Hand 06/09/2021 (per Cash Book)		112,857.96
	Cash in hand per Bank Statements		
	Petty Cash 31/08/2021	0.00	
	Cambridge Building Society 31/08/2021	64,187.34	
	Unity Bank Deposit Account 31/08/2021	48,329.35	
	Unity Bank Current Account 31/08/2021	341.27	
			112,857.96
	Less unrepresented payments		0.00
			112,857.96
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		112,857.96
	A = B Checks out OK		

Minute Reference 21/051 a) To note the current financial position and bills for payment.

August payments to note

August Payments				
Voucher	Description	Net	VAT	Total
66	Grass Cutting - Millennium Park	180.00	0.00	180.00
67	Cutting Verges - Hewell Road	64.00	0.00	64.00
68	Room Hire	50.00	10.00	60.00
69	Grounds maintenance at playing field	266.72	53.34	320.06
70	Annual Website Hosting	120.00	24.00	144.00
71	Salary	1,490.61	0.00	1,490.61
72	Pension contributions	182.65	0.00	182.65
73	Annual governance accountability return	300.00	60.00	360.00
74	Landline and Broadband	39.27	7.85	47.12
75	Outdoor Parish Caretaker	450.00	0.00	450.00
76	Continuous Footpath Energy	13.49	0.67	14.16
77	Dusk to dawn	243.31	448.66	291.97
		3,400.05	604.52	3,604.57

September Payments to approve

September Payments

Voucher	Description	Net	VAT	Total
78	Landline and Broadband	39.27	7.85	47.12
79	Grounds maintenance at playing field	266.72	53.34	320.06
80	Lengthsman Work	112.50	0.00	112.50
81	Lengthsman Work	180.00	0.00	180.00
82	Grass Cutting - Millennium Park	120.00	0.00	120.00
83	Cut hedges and strim path	65.00	0.00	65.00
84	Cutting Verges - Hewell Road	32.00	0.00	32.00
85	Pension contributions	186.67	0.00	186.67
86	Salary	1,514.39	0.00	1,514.39
87	PAYE Qtr 2	1,020.12	0.00	1,020.12
88	Petty cash top up	149.51	0.00	149.51
89	Continuous footpath lighting energy	12.94	0.65	13.59
90	Dusk to dawn footpath lighting energy	225.61	45.12	270.73
91	Office Rent	1,237.50	0.00	1,237.50
92	Oudoor Parish Caretaker	450.00	0.00	450.00
		5,612.23	106.96	5,719.19

Minute Reference 21/051 b) Petty Cash Top up reconciliation.

Monzo Reconciliation up to 06/09/2021				
Date	Description	Supplier	Expenditure	Deposit
	Opening Balance			0.59
18/05/2021	BGPC Topup			199.41
				200.00
21/06/2021	Monthly Subscription	Adobe	15.17	
30/07/2021	Online Communication Subscription	Zoom	14.39	
04/08/2021	Hand sanitiser for Community Walk	Amazon	11.97	
16/08/2021	Community Walk Banner	Banner Warehouse	57.73	
16/08/2021	Community Walk Flyers	Vista Print	20.69	
21/08/2021	Monthly Subscription	Adobe	15.17	
30/08/2021	Online Communication Subscription	Zoom	14.39	
		Sub-Total Spend	149.51	
		Balance		50.49
		Top Up Request		149.51






Barnt Green Parish Council Minutes 20 September 2021

Final Audit Report

2021-10-19

Created:	2021-10-19
By:	Tracy Bodley (exec@barntgreen.org.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9DegbKT91ioBucXUQET_bqXfJvvdYUbQ

"Barnt Green Parish Council Minutes 20 September 2021" History

-  Document created by Tracy Bodley (exec@barntgreen.org.uk)
2021-10-19 - 3:20:40 PM GMT- IP address: 94.195.215.70
-  Document emailed to Robert Cholmondeley (robert.cholmondeley@btinternet.com) for signature
2021-10-19 - 3:21:39 PM GMT
-  Email viewed by Robert Cholmondeley (robert.cholmondeley@btinternet.com)
2021-10-19 - 6:57:17 PM GMT- IP address: 86.174.6.76
-  Document e-signed by Robert Cholmondeley (robert.cholmondeley@btinternet.com)
Signature Date: 2021-10-19 - 6:59:04 PM GMT - Time Source: server- IP address: 86.174.6.76
-  Agreement completed.
2021-10-19 - 6:59:04 PM GMT