

BARNT GREEN PARISH COUNCIL

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Minutes of the Parish Council meeting on Monday 20th June 2022 at 7.00pm

Members present: Cllrs R Cholmondeley, C Hotham, S Whitehand, M Roberts,
P Perry, O Polton

In attendance: Executive Officer, Eleanor Choudry
Worcestershire County Councillor, Adrian Kriss

22/017 Apologies

Cllr J Nilsson emailed to explain that he was moving house and therefore may not be able to attend all the future meetings but is happy to remain a councillor for the time being.

22/018 Parish Councillor Vacancy/Co-option: The EO had not received any applications or interest for the vacancy to date

22/019 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 22/028 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.

22/020 To consider any dispensations

No dispensation requests had been received.

22/021 Open Session Participation to hear from:

- a) **Members of the Public** – None in attendance
- b) **Supporting organisations** – None in attendance
- c) **Worcestershire County Councillor** – Adrian Kriss (Beacon division)

Hewell Road will be closed for resurfacing on 22/8/22 and the Sandhill Road pavement repair also starts on 22/8. Cllr Kriss gave his divisional funds to drop the kerb at Blackwell Road but is waiting to hear whether this will go ahead. He thanked the parish council for taking part in the Platinum Jubilee Trail. The parish council has received the Platinum Jubilee Fund grant for the cost of the inflatables at the Bittell Road playing fields celebration. Although the local bus service may not meet all residents needs Cllr Kriss recommended that people do use the limited service as in September the viability of routes will be assessed and parts of the service may be lost. The 'Build Back Better' adult social care funding reforms will have an £86k cap on individual payments for social care and generous mean testing with a fair cost of care so care and funding should be equal. Section 18/3 of the Care Act can ask the local authority to arrange care and the LA must meet the adults need for care and support. The Local Authority has no capacity to fund the shortfall and 500 extra staff are needed which is not achievable. Cllr Kriss to send photos to EO of the overhanging shrubbery in Sandhills Green to check whether the Lengthsman will carry out the work. Cllr Cholmondeley asked Cllr Kriss for a

meeting to discuss the 40-minute wait when catching a train from Worcester to Barnt Green and also the lack of timetable information on the platform. Cllr Kriss to contact WCC Mike Rouse. Cllr Kriss is to meet with Cllr Polton to check whether a dropped kerb to assist disabled/elderly residents in Barnt Green is viable. Cllr Kriss advised that there are no funds remaining for dropped kerbs.

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

There have been no formal meetings for a month. The housing numbers have been recalculated and reduced from 700 per annum down to 383 per annum to enable the target to be met by 2040. 6500 houses need to be built by 2040. Small parcels of industrial land is needed for offices, and it is suggested that a 25 hectare/62-acre site is to be set aside at a motorway junction for small/medium enterprises to raise the economy and increase wages. In the area there are three motorway junctions that could be considered. After years of lobbying Bromsgrove District Council have clawed back Redditch housing so an extra 2500 sites in Bromsgrove can be transferred back as per the Memorandum of Understanding. Therefore the projections have significantly improved and the Plan is moving forward. All wards have had virtually everything put forward in the call for sites with every site being assessed against a strict criteria. The global green belt review looks at the flood risks, visual aspect and various other items which are then overlaid and a decision made. The sites will cause controversy. Cala Homes are in contact with their lawyers regarding the locked gate and gated public open space. Cllr Hotham advised all Cllrs to view the BDC Strategic Planning Review on the website. Mike Dunphy, BDC, is looking at individual areas and Ruth Bamford will look at Birmingham and the Black Country with Bromsgrove and Redditch having to decide.

22/022 To adopt previous minutes

To approve adoption of the minutes of the Parish Council meeting held 23/05/2022.

RESOLVED: That the minutes of the Parish Council meeting held 23/05/2022 were approved as an accurate record of the meeting and signed by the Chairman.

22/023 Annual Business –

i) Governance arrangements:

a) Adoption of new LGA Members' Code of Conduct

It is a legal requirement that the council has a Code of Conduct that members must follow, which is linked to their Register of Interests. A new LGA Code of Conduct has been agreed by District and County Councils. The new code is endorsed by NALC and it is recommended by CALC that all Worcestershire local councils adhere to the same code.

RESOLVED: Cllrs agreed to adopt the new LGA Code of Conduct. Cllr Hotham to email the 'Other Registerable Form' to the EO to distribute to all Cllrs for completion.

b) Review of council policies

The following policies were circulated prior to the meeting for review:

- a) 1. Three Year Forward Plan
- b) 2. Action Plan for Year Ahead 2022
- c) 22. Complaints Procedure
- d) 23. Child, Young Adult and Vulnerable Person Protection Policy
- e) 24. Disciplinary Procedure
- f) 25. Equal Opportunities Policy
- g) 27. Grievance Procedure

- h) 28. Data Protection Policy
- i) 30. Sickness Absence Policy
- j) 31. Volunteers policy

RESOLVED: Cllrs agreed the following policies:

- 1. Three Year Forward Plan
- 23. Child, Young Adult and Vulnerable Person Protection Policy
- 25. Equal Opportunities Policy
- 28. Data Protection Policy
- 30. Sickness Absence Policy
- 31. Volunteers policy

The remaining policies below are to be amended and discussed at the July meeting.

- 2. Action Plan for Year Ahead 2022
- 22. Complaints Procedure
- 24. Disciplinary Procedure
- 27. Grievance Procedure

22/024 Chairman's Report

A resident had complained about the Pollinator Site at the entrance to Greenbank as the plants were overgrown and on the pavement. The EO to contact Worcestershire Cllr Kriss to ask if he knew of anyone able to give a free advice as to the best way to progress the site.

22/025 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 Lift update 16/6/22	The project attended the DFT Board this week and we received positive support from the board members. There are still a few challenges on some aspects which we are working through but all heading in the right direction. Following the positive discussions at this month's Board meeting, we are planning to resubmit to the DFT Board in July where we hope to gain the final approvals. We have also received the Prior Approval for the development from Bromsgrove District Council, with the support from yourselves at the Parish Council, which was really good and welcome news.
b) Annual Return	The Annual Governance and Accounting Statements and supporting documents have been emailed to external auditor PKF Littlejohn and displayed on the website. The Exercise of Public Rights to view the accounts has been uploaded to the website and displayed on the notice boards. The dates for inspection are from 13 th June until 22 nd July 2022.
c) Utilities	Tritilogy supplied gas and electric costs for new contracts after September 2022. The EO to check the prices quoted and go ahead with the 3-year deal for gas and electric.
d) Bank signatories	Cllr Perry had received confirmation from The Cambridge Building Society that he was now a signatory.

e) PC office signage	The A board order from SupaPrint is in progress.
f) Bromsgrove District Plan Review	Update emailed.
g) Legionella training	All buildings with a water supply have to have legionella checks. EO to book on SLCC course.
h) WCC Platinum Jubilee Grant	A £557 grant for hire of the inflatables, generators and supervisory staff has been received from WCC.
i) Platinum Jubilee Refreshments	Refreshments purchased totalled £127.63 to be reimbursed to Cllr Hotham.

22/026 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 June payments was noted.

- (ii) To be advised of any expenditure decisions taken by Executive Officer. A request of £152.06 to top up the Monzo card to £200 had been received on 7/6/22. A top up of £86.73 is requested to bring the Monzo balance back to £200 as per expenditure list, see page 5.

RESOLVED: That the top up be approved.

22/027 Environment & Community Wellbeing

- a) Parkers Piece Playing Field play equipment site visit. The EO had arranged an onsite meeting with Tom Curwell, Water Management Engineer and Richard Clewer, Highway Engineer, Cllr Cholmondeley and Cllr Hotham. The ground on the right of the field appears to have been made level with dumped debris many years ago and there is a large dip to the right behind the trees. Tom Curwell recommended an L-shaped French drain running along the top and side with a pipe under the path and into the dip. As the ground a short distance away was not as boggy it was advised that we have holes dug in the different areas and fill them with water and time how long it takes for the water to drain away. A further onsite meeting was arranged with Cllr Cholmondeley, Cllr Hotham, the EO and Andy Carter OPC. Four holes were dug measuring 12" square by 18" deep and filled with water. Cllr Cholmondeley checked on the drainage of the holes late into the night and produced an analysis of the results showing two holes empty and two holes still containing water. This confirmed initial thoughts regarding the different soil in relatively close areas on the playing fields. The EO has emailed Tom Curwell with the findings and is awaiting a response as to the best way forward. A grant application could be submitted for the funding for any works from Barnt Green Medical Trust.

- b) Platinum Jubilee celebration Sunday 5th June – Review

Unfortunately Greg Hunt from Fruitfields could not attend due to family commitments and Village Vineyards could not attend due to disrupted travel arrangements. Watkins Catering burger van did not attend as due to the weather forecast they had assumed the event was cancelled. Cllr Hotham managed to organise wine and beer on a sale or return basis from Village Vineyards along with some crisps and soft drinks. A profit of £70 was made on the sale of refreshments

and has been banked. The inflatables were a success with the children and approximately 200 people attended throughout the afternoon.

- c) Brass Beatz in Millennium Park Saturday 2nd July.
Sally Tucker from Citizens Advice is a Brass Beatz band member. Village Vineyards are to attend the event. Cllr Cholmondeley and Cllr Hotham will take the PC gazebos. The leaflets have been distributed and banners displayed.
- d) Application for Village Green Status for the field adjoining footpath BG507
The official notice is on the board and website. Objections need to be submitted by 21/7/22.
- e) Welcome Back Fund - £1200 remaining grant. Cllrs agreed to wait for the pollinator site assessment before deciding on the use of funds.
- f) Barnt Green Medical Trust has agreed the funding application for the repair to the equipment in Millennium Park. We are awaiting payment.
- g) RoSPA Annual Safety Inspection

RESOLVED: Cllrs agreed the Parish Caretakers quote to carry out a number of repairs listed in the Inspection Report. For the remaining outstanding repairs quotes will be sought by the EO.

- h) Summer Planting – Where Next
The hanging baskets and planters had been completed.
- i) Community Walk on Saturday 17th September 2022
Village Vineyards have agreed to attend the event. Cllr Cholmondeley to contact Greg Hunt, Fruitfields. The route is yet to be decided.

22/028 Planning Applications

a) Members' response to the following consultations:

BDC ref	Site Address	Proposal
22/00664/FUL	40 Oakdene Drive, Barnt Green, Birmingham, Worcestershire	Resubmission of lapsed consent 18/01105/FUL for first floor rear extension
BGPC Decision: Recommend Approval		

22/029 Date and Venue of Next Meeting

Next Parish Council meeting will be Monday 18 July 2022, 7pm at 80 Hewell Road, Barnt Green.

The meeting ended at 20:35hrs

Signed:..... Date.....
Chairman, Barnt Green Parish Council 18/07/2022

Minute Reference 22/026 (i) b To note the current financial position and bills for payment.
June Payments Report

13 June 2022 (2022-2023)

Barnt Green Parish Council
PAYMENTS LIST

Voucher	Description	Net	VAT	Total
52	Street Light Energy	56.83	2.84	59.67
54	Street Light Energy	-97.37	-4.86	-102.23
56	Street Light Energy	-383.08	-19.15	-402.23
57	Street Light Energy	295.13	14.75	309.88
59	Office Energy	19.63	0.98	20.61
51	Platinum Jubilee Hire of inflatables	557.00		557.00
53	Pension contributions			
55	Street Light Energy	-341.80	-68.36	-410.16
58	Street Light Energy	0.65	0.13	0.78
70	Set up electr for DJ at Jubilee Celebration	150.00	30.00	180.00
71	Landline and Broadband	31.36	6.27	37.63
75	Expenses reimbursement Platinum Jubilee	106.36	21.27	127.63
62	Office Rent	1,625.00		1,625.00
61	Grounds maintenance at playing field	228.41	45.68	274.09
63	Porta loo for jubilee celebration	120.00	24.00	144.00
65	Summer and winter planting	850.00	170.00	1,020.00
66	Hanging baskets	510.00	102.00	612.00
69	Dog bags	148.95	29.79	178.74
60	Outdoor Parish Caretaker	498.00		498.00
68	DJ Music for Jubilee Celebration	200.00		200.00
76	Salary			
77	PAYE			
64	Lengthsman Work	189.00		189.00
67	Printing of the Bulletin newsletter	290.00		290.00
72	Office Energy	45.35	2.27	47.62
73	Street Light Energy	54.23	2.71	56.94
74	Office Energy	37.59	1.88	39.47
79	Petty cash top up	86.73		86.73

Minute Reference 22/026 (ii) To agree the current financial position and bills for payment re the Monzo card. May/June Payments Report

Monzo Reconciliation up to 31.5.22					
	Date	Description	Supplier	Expenditure	Deposit
	11.5.22		Topup Request		142.27
		Opening Balance			200.00
15	18.5.22	Curling ribbon for jubilee balloons	Amazon	5.82	
16	18.5.22	Curling ribbon for jubilee balloons	Amazon	2.40	
17	17.5.22	2nd class stamp for bulletin to LBPC	PO	0.68	
18	24.5.22	2nd class stamp Cambridge BS signatc	PO	0.68	
19	24.5.22	Office clock	Amazon	7.99	
20	26.5.22	Printer Ink	Cartridge Save	70.61	
			Balance		111.82
	11.5.22		Topup Request		-
Monzo Reconciliation up to 7.6.22					
	Date	Description	Supplier	Expenditure	Deposit
		Opening Balance			111.82
21	4.6.22	Internet security	ESET	38.17	
22	7.6.22	Brass Beatz leaflets	VistaPrint	25.71	
23	7.6.22	Brass Beatz banners x 2	Banner Warehouse	86.73	
	7.6.22		Topup Request		152.06
			Balance		113.27
			Topup Request		86.73

Minute Item 22/026 (i) To approve the May Bank Reconciliation 2022

Bank Reconciliation at 31/05/2022			
	Cash in Hand 01/04/2022		109,011.70
	ADD Receipts 01/04/2022 - 31/05/2022		37,314.94
			146,326.64
	SUBTRACT Payments 01/04/2022 - 31/05/2022		15,880.07
A	Cash in Hand 31/05/2022 (per Cash Book)		130,446.57
	Cash in hand per Bank Statements		
	Petty Cash	31/05/2022	0.00
	Cambridge Building Society	31/05/2022	64,347.81
	Unity Bank Deposit Account	31/05/2022	64,529.91
	Unity Bank Current Account	31/05/2022	1,568.85
			130,446.57
	Less unrepresented payments		
			130,446.57
	Plus unrepresented receipts		
B	Adjusted Bank Balance		130,446.57
	A = B Checks out OK		

