

BARNT GREEN PARISH COUNCIL

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Minutes of the **Ordinary Parish Council** meeting held on
Monday 19th June 2023 at 7.00pm at 80 Hewell Road, Barnt Green, B45 8NF

Members present: Cllrs R Cholmondeley, P Perry, S Whitehand, M Roberts,
J Baldwin.

In attendance: Executive Officer, Eleanor Choudry.
Worcestershire County Councillor, Adrian Kriss (left at 7.50pm).
3 members of the public (left at 7.30pm)

23/140 Apologies

Cllr Hotham, Cllr Pardo Roques, Cllr Williams.

23/141 Declarations of Interest: Councillors are 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.

23/142 To consider any dispensations

No dispensations had been received.

23/143 Open Session – Participation to hear from:

- a) Members of the public – Jenny Jellie, resident of Green Bank introduced herself and her neighbours Stef and Phil. Jenny has been a resident in Green Bank for 20 years and Stef and Phil for 30 years. Jenny explained that they were attending the meeting to raise the issue of the Pollinator Site that is at the beginning of Green Bank cul de sac. Jenny said that the area was considered an 'eyesore' by residents. The grass was too high, there were not any flowers planted by resident Rachael Banner evident and she thought the 2 pear trees that had been recently planted by the council had died. Dog poo bags, lawn mowings and litter had been found in the site. It appears as though the area is not maintained and this is encouraging littering. Jenny asked whether the Lengthsman or OPC could carry out regular maintenance. Stef asked whether a path could be strimmed around the outside. The history of the site was discussed and Cllr Cholmondeley explained the work that had been carried out to date, the problems that had been encountered and the plan for the future which includes further planting. It was reiterated that the site will take time to establish.
- b) Supporting organisations, e.g. Safer Neighbourhood Team, Footpath Warden – None present.
- c) Worcestershire County Councillor – Adrian Kriss (Beacon division) – The improvements on Longlands are on hold as the funding may be required for a pedestrian crossing at Groveley Lane. Cllr Kriss explained he had 3 funds totalling £40k. Fluorescent parish gates are being considered which may help slow down the traffic following the very serious accident on Blackwell Road. A resident had complained about excessive traffic speed along Sandhills Lane and has requested

a 20-mph limit. The police will not enforce a 20mph limit. Cllr Cholmondeley said traffic numbers may have increased and lorries delivering supplies to the businesses in Barnt Green may access the village via Sandhills Road due to being unable to go under the bridge. Cherry Hill Road was closed for the widening of the carriageway due to the overgrowth, but half of the work remains unfinished. The completion of the works is awaited. Cllr Kriss confirmed that the pedestrian crossing on Bittell Road is still on the WCC list.

d) Bromsgrove District Councillor - Charles Hotham (Barnt Green & Hopwood) – Apologies received.

23/144 To adopt previous minutes

a) To approve adoption of the minutes of the Annual parish council meeting held 15th May 2023, previously circulated but also attached.

RESOLVED: That the minutes of the Annual Parish Council meeting held on 15/05/2023 were approved as an accurate record of the meeting and signed by the Chairman.

23/145 Annual Business

i. Review of Policies:

a) Health and Safety Policy

The wording in two of the sentences on page 6 and page 11 to be amended before the policy was approved and signed. Cllr Whitehand mentioned that a defibrillator training refresher is overdue. It was suggested that aspects of the Lone Working Policy should be confirmed.

RESOLVED: That amendments to the Health & Safety Policy be made and the policy approved. The EO to send to the Chair for signing. The EO to investigate defibrillator training available.

23/146 Chairman’s Report – No report.

23/147 Executive Officer’s Report

To be advised of any decisions taken under delegated powers, receive updates to ongoing matters and list any relevant office communications since the last council meeting.

a) Nil election returns and Registerable Interest Forms	Councillors present confirmed they had completed the required forms.
b) Declaration of Acceptance of Office	Cllr Roberts signed the Declaration. Cllr Pardo Roques had sent her apologies and will sign the form at the July meeting.
c) Worcestershire Division Boundaries	Public consultation closes on 24/7/23. New electoral arrangements will come into effect at the local elections in May 2025.
d) Fresh Air Fitness Hip Twister	Due to vandalism the hip twister pad requires replacing at a cost of £147.20 excl VAT. The repair was carried out on the 10 th June 23.

e) Police Priorities	The following priorities have been submitted: 1. Theft (dwelling) 2. Speeding - Blackwell Road 3. Pavement parking Sandhills Road
f) Abandoned car	A resident reported a Honda Civic that has been left in the Community Car Park for a few months. The car was declared SORN and does not have an MOT. The car has been reported to the DVLA.
g) Millennium Park Multi Play equipment	A log used to climb on the equipment has a part missing. Wicksteed quoted £81 for replacement part and £30 delivery. The OPC to fit the part. <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"> RESOLVED: The EO to order the part and organise fitting with the OPC. </div>

23/148 Finance

- (i) To note the current financial position, income and bills for payment. See page 4 of the agenda.

RESOLVED:

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

- (ii) To be advised of any expenditure decisions taken by Executive Officer. A request of £176.34 to top up the Monzo card to £200. See Monzo expenditure list page 8 of the agenda.

RESOLVED: That the top up be approved

23/149 Environment & Community Wellbeing

- a) Bittell Road Playing Field play equipment- further drainage works quote. Previous drainage works have significantly improved the wet and boggy ground surrounding the play equipment. Following advice from Richard Clewer, North Worcestershire Water Management, a quote was sought to carry out the suggested continuation of works. Once the drainage improvement has been completed, work will be undertaken to clean and revamp the existing children’s play equipment and replace any missing parts. A quote from supplier Playdale has been received for these improvements.

RESOLVED: Cllrs agreed to go ahead with the further continuation of drainage works in Bittell Road playing fields. The EO to arrange with the contractor.

- b) Flood level marker post Hewell Road.

RESOLVED: The OPC has fixed the flood level marker under the bridge on Hewell Road. The invoice has been sent to WCC for reimbursement.

- c) Lack of departure screens and PA on Platform 1 at Barnt Green train station. An email had been sent to West Midlands Rail requesting works to install a departure screen and PA system be carried out at the same time as the station lifts installation. No response had been received.
- d) Station Lifts – commencement of work. Network Rail confirmed that the installation will commence in the autumn.

RESOLVED: The EO to ask for a further update prior to the PC July meeting.

- e) Millennium Park wetpour installation. The EO had circulated 3 quotes for the removal and replacement of wetpour areas surrounding the swings, multiplay and roundabout. One contractor also quoted for an overlay to 2 of the areas and complete replacement to the other area. All contractors had recommendations from other councils.

RESOLVED: Following discussion councillors agreed to have the 3 wetpour areas: swings, multiplay, roundabout removed and replaced with new black wetpour by Playsmart at a cost of £10335. The EO to organise.

- f) Pruning of the lime trees in Millennium Park that overhang the Friends Meeting House. Gavin Boyes, Senior Tree Officer at Bromsgrove and Redditch Councils, advised that the lime trees were unsuitable for pollarding. Gavin suggested a 3-metre overall crown reduction on the trees would be more appropriate and they would benefit from some formative pruning to improve the shape and balance of the crown. It was recommended that the work be carried out over autumn/winter to minimise the impact on the site.

RESOLVED: The EO had received one quote for the works. The EO to chase 2 further requested quotes.

- g) Community Events – Community Walk and Brass Beatz 24th June. The walks have been agreed and the Risk Assessments completed. Steve Bach is to lead the 4-mile walk and Simon Richards to lead the 8-mile walk.
- h) Social Eats Music and Street Food Festival Event in Bittell Road playing fields on the 16th September. Alex McGarry from Social Eats has confirmed that they are currently setting up the artwork, bands and food vendors.
- i) Millennium Park dogs in children's play area – OPC to install 'No Dog' signs beside the entrance gate.

RESOLVED: The OPC has installed both signs.

- j) Hanging baskets and planters on Hewell Road. Both the hanging

baskets and planters have been completed. Oasis Flowers completed the planters as Where Next advised they could no longer carry out the work on the planters..

RESOLVED: The Oasis Flowers invoice was received after the agenda was sent out. As Oasis had paid for the plants and are a small business they requested early payment instead of waiting until after the July meeting. Cllrs agreed that the payment could be made in June.

- k) Pollinator Site. Lawn mowings have been dumped on the site. The area in front of the low rope fence has been strimmed. Following discussion under agenda item 23/149 a) Open session.

RESOLVED: Cllrs agreed that the area on the outside of the rope fence would be strimmed more often to approve the appearance of the site and discourage littering etc.

23/150 Planning

- a) Responses to consultations received including:

BDC ref	Site Address	Proposal
23/00600/FUL	Sandhills Farm , Sandhills Green, Barnt Green, Worcestershire,	Front single storey extension with pitched roof over
BGPC Recommendation: Barnt Green Parish Council recommends approval.		
BDC ref	Site Address	Proposal
23/00601/FUL	Sandhills Farm , Sandhills Green, Barnt Green, Worcestershire,	Equestrian building
BGPC Recommendation: Barnt Green Parish Council recommends refusal due to: <ul style="list-style-type: none"> a) Within green belt, farm buildings should be placed with the main buildings of the farm and not scattered around b) the building is too close to the boundary near residential buildings c) the access is not specified and appears to require driving over a right of way (that is often muddy) which would need to be mitigated. 		

23/151 Date and Venue of Next Meetings

Next Parish Council Meeting, Monday 17th July 2023 7pm at 80 Hewell Road.

The meeting ended at 20:28hrs

Signed:..... Date.....
 Chairman, Barnt Green Parish Council 17/07/2023

Agenda Item 23/148 (i) To approve the current financial position and bills paid.

Income received

Barnt Green Parish Council RECEIPTS LIST

Voucher	Description	Total
5	Playing Field Hire	5.00
6	Vat Reclaim 1.1.23 to 31.3.23	1,245.10

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Agenda Item 23/148 (i) To approve the current financial position and bills paid.

May Payments Report

PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Description	Net	VAT	Total
36	Annual insurance	1,372.71		1,372.71
37	Repair to playground equipment Millenr	130.40	26.08	156.48
38	Office Energy	-45.93	-2.30	-48.23
39	Office Energy	56.30	2.82	59.12
40	Office Energy	46.13	2.31	48.44
41	Office landline, broadband & calls	22.41	4.48	26.89
42	Street Light Energy	24.51	1.23	25.74
43	Office landline, broadband & calls	142.64	28.53	171.17
44	Street Light Energy	168.30	8.42	176.72
45	Street Light Energy	309.50	15.48	324.98
46	Office Energy	11.41	0.57	11.98
		2,238.38	87.62	2,326.00

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June payments report

Barnt Green Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Description	Net	VAT	Total
47	Water level marker post		25.00	150.00
48	Grounds maintenance Verges High Street & Orchard Croft			120.00
48	Grounds maintenance Verges High Street & Orchard Croft			35.00
49	Hanging baskets		104.93	629.58
50	Office landline, broadband & calls		5.75	34.51
51	Outdoor Parish Caretaker			544.50
52	Grounds maintenance at playing field		45.68	274.09
53	Lengthsman Work			207.84
54	Grounds maintenance at Millennium Park			120.00
54	Grounds maintenance at Millennium Park			70.00
54	Grounds maintenance at Millennium Park			20.00
55	Salary			
56	PAYE			
57	PAYE			
58	Pension contributions			

Barnt Green Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/05/2023		
	Cash in Hand 01/04/2023		110,006.54
	ADD		
	Receipts 01/04/2023 - 31/05/2023		36,378.25
			146,384.79
	SUBTRACT		
	Payments 01/04/2023 - 31/05/2023		12,959.31
			133,425.48
B	Cash in hand per Bank Statements		
	Petty Cash	31/05/2023	0.00
	Cambridge Building Society	31/05/2023	71,785.55
	Unity Bank Deposit Account	31/05/2023	59,544.02
	Unity Bank Current Account	31/05/2023	2,095.91
			133,425.48
	Less unrepresented payments		
		133,425.48	
	Plus unrepresented receipts		
			133,425.48
	Adjusted Bank Balance		133,425.48
	A = B Checks out OK		

Minute item 23/148 ii) To be advised of any expenditure decisions taken by EO.

Monzo Reconciliation up to 8th June 2023					
Voucher	Date	Description	Supplier	Expenditure	Deposit
		Opening Balance			200.00
3	11.05.23	Toilet rolls	Tesco	5.95	
4	15.05.23	Communty Walk banners x 3	Banner Warehouse	84.73	
5	15.05.23	Community Walk flyers x 250	Vistaprint	29.68	
6	04.06.23	ESET Internet Security	ESET	39.98	
7	08.06.23	Office kettle	Tonys Handyman	16.00	176.34
		Topup			
			Balance		23.66
			Topup Request		176.34