

BARNT GREEN PARISH COUNCIL

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Minutes of the **Ordinary Parish Council** meeting held on
Monday 17th June 2024 at 7.00pm at 80 Hewell Road, Barnt Green, B45 8NF

Members present: Cllrs R Cholmondeley, L Williams, P Perry, O Pardo Roques

In attendance: Executive Officer, Eleanor Choudry.
Richard Peach, The Village Magazine
3 members of the public

24/275 Apologies – WCC Cllr Kriss, Cllr Hotham, Cllr Whitehand, Cllr Roberts.
Cllr J Baldwin had sent the EO a letter of resignation prior to the meeting. The letter was read out to Cllrs. The vacancy will be advertised at the beginning of July.

24/276 Declarations of Interest: Councillors are 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 Williams declared an interest in agenda item 24/287 as she is the property owner of planning application 24/00514/FUL 1 Poplar Drive.

Cllr Perry declared an interest in agenda item 24/287 as he is related to owners of the neighbouring property, 11 Hewell Road.

24/277 To consider any dispensations
No dispensation requests had been received.

24/278 Open Session – Participation to hear from:

a) Members of the public.

A resident of Sandhills Road raised the issue of flooding from surface water following torrential rain along Sandhills Road. His garage has been flooded three times in the last three years and he understands that Tesco on Hewell Road have been flooded three times in the last ten years. North Worcester Water Management (NWWM) have stated it is due to the culvert underneath property numbers 9 and 11 which flows into the brook. The property owner has had a survey carried out that has found the size of the culvert to be inadequate. The flooding also affects numbers 10 and 12 and the other commercial properties under the bridge. The resident had been advised to contact the parish council and ask them to apply pressure to NWWM to investigate and carry out works to fix the issue. NWWM have stated that it is the property owners responsibility. The solution would be to divert the water and enlarge the pipe. Any works that the resident did carry out could have a consequential influence elsewhere. Cllrs agreed to add the item to the July agenda for further discussion.

A local dog walker said she wanted to raise concerns that she had heard from local residents. This included parking and crime. Cllrs confirmed that they are aware of the parking issues in Bant Green and that since the parking charges were introduced at the train station cars were parking on the streets. More parking enforcement officers have been recruited by BDC. It was suggested parking permits could be introduced and parking restrictions increased to two hours so that customers could visit the businesses but not park all day. Cllrs mentioned personal experiences of living in areas with parking permits and the difficulties faced when visitors arrive.

Crime relating to Tesco's was raised regarding shop lifting and assault. The police had been informed. Cllr Cholmondeley explained that the council was aware of the issues and had been in contact with the Safer Neighbourhood Team (SNT) and the police had visited the businesses affected. The issues were raised as West Mercia Police Priorities in Barnt Green.

The issue of mopeds that are not taxed or insured travelling along Cofton Church Lane was raised. This area is not in Barnt Green.

A dog show in Barnt Green was suggested for a future event with support from local businesses. Cllr Cholmondeley said that the parish council will consider event proposals if they are put forward by organisers.

- b) Supporting organisations, e.g. Safer Neighbourhood Team (SNT), Footpath Warden. Non present.
- c) Worcestershire County Councillor – Adrian Kriss (Beacon division). No report. Apologies received.
- d) Bromsgrove District Councillor - Charles Hotham (Barnt Green & Hopwood). No report. Apologies received.

24/279 To adopt previous minutes

- a) To approve adoption of the minutes of the Annual parish council meeting held on 20th May 2024, previously circulated but also attached.

RESOLVED: That the minutes of the Annual Parish Council meeting held on 20/05/2024 were approved as an accurate record of the meeting and signed by the Chairman.

24/280 Meetings / Training Attended - None attended.

24/281 Governance arrangements

a) Review of council policy:

The following policy has been circulated prior to the meeting for review:

- (i) Review of the Health and Safety Policy

RESOLVED: That the Health & Safety Policy be approved.

24/282 Consultations- None.

24/283 Chairman's Report – No report.

24/284 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.

<p>a) Station Lift Update from Network Rail</p>	<p>Network Rail drop-in session, dates within the first two weeks of August to be agreed.</p> <p>RESOLVED: The drop-in session is on Monday 5th August between 7-9pm in the Friends Meeting House on Sandhills Road.</p>
<p>b) West Mercia Police Crime Commissioner Safer Roads Fund</p>	<p>The fully funded solar powered Vehicle Activated Sign (VAS) to be installed at Fiery Hill Road has been collected by Richard Cenci, Highways Liaison Officer. He will contact the EO when they have a date for install.</p> <p>RESOLVED: That the VAS has been installed.</p>
<p>c) Land in Millennium Park by the parish council shed</p>	<p>A request has been received to purchase the land in Millennium Park to the right of the children's play area where the shed is situated. Cllrs to consider the sale and agree a decision.</p> <p>RESOLVED: Cllrs saw no benefit to the community in selling the land. Cllrs unanimously agreed not to sell.</p>
<p>d) Sale of 80 Hewell Road</p>	<p>The agent advised they are instructing the solicitor on the sale and will advise the EO when the change of ownership occurs. The PC lease ends 7.11.28. The rent is fixed until 7.12.26. Rubbish has been cleared by the agent from the rear of the building. The agent has requested the salt and traffic cones be stored elsewhere. Work to investigate the damp area in the meeting room is due to start. A dehumidifier has been set up in the meeting room.</p> <p>RESOLVED: That the EO to ask if Barnt Green Surgery will store the cones and salt on a temporary basis.</p>
<p>e) Hanging baskets / Planters / Plaque</p>	<p>The hanging baskets have been distributed to the shops and the planters have been filled with summer plants. A plaque has been added to the tiered planter outside Barnt Green Dental Practice to thank them for their £200 donation towards the plants. The next Bulletin will also acknowledge their contribution.</p> <p>RESOLVED: That the report be noted.</p>
<p>f) Grant Application received from Barnt Green Cricket Club</p>	<p>The Cricket Club are seeking £500 to purchase deck chairs along with cushions for existing benches to encourage people to go and watch the cricket. See attached application form.</p> <p>RESOLVED: Cllrs unanimously agreed that the grant be paid. This will be paid in July.</p>

<p>g) .gov.uk email and website address</p>	<p>Parish councils are being encouraged to own a .gov.uk domain. This will make it easy for anyone to identify the PC as a government organisation. Benefits include:</p> <ul style="list-style-type: none"> • trust and credibility • security and reliability • professional image • ease of recognition • trusted emails • proactively monitored by the Central Digital & Data Office (CDDO) • domain based in the UK and therefore better legal protection. <p>For the domain the cost is £10 p.a. for 2 years and then £30 p.a. every year thereafter. Our existing provider would invoice the CDDO for an available grant of £100 therefore the set-up cost to move email and domain would be £76 after deduction of the grant.</p> <p>We would have the choice of one of the following website addresses:</p> <ul style="list-style-type: none"> • barntgreen-pc.gov.uk • barntgreenparish.gov.uk • barntgreenparishcouncil.gov.uk <p>We currently pay £15 per month for the .org.uk domain and email addresses.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>RESOLVED: That the website domain and email addresses are changed to .gov.uk. The website domain to be barntgreenparishcouncil.gov.uk. The EO to organise.</p> </div>
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24/285 Finance

- (i) To note the current financial position, income and bills for payment. See page 5 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 the Executive Officer. See Monzo expenditure list page 7 of the agenda. A top up of £219.54 is requested to top up the Monzo card to £500.

RESOLVED: That the top up be approved.

- (iii) The two councillors that authorise the online monthly payments are to be named in the minutes.

RESOLVED: Cllrs Cholmondeley and Hotham approved the payments in May 2024.

- (iv) The Finance Committee met on the 4th April 2024 and recommendations included:
Cllr Williams be added as a fourth signatory to help with the punctuality of the online payment authorisations. Cllr Hotham, Cllr Perry and Cllr Williams to sign the Account Management Submission Form.

RESOLVED: Cllrs Perry and Williams signed the form.

24/286 Environment & Community Wellbeing

- a) Bittell Road Playing Field children's play equipment. Quotes attached.

RESOLVED: A working party consisting of Cllr Pardo Roques, Cllr Williams and one other to be formed to look at all the equipment options in detail and make a recommendation at the July meeting. The EO to ask Cllr Hotham and Cllr Roberts if they want to be on the working group. Cllr Perry will be on the working group if Cllr Hotham or Cllr Roberts are unavailable.

- b) Lack of departure screens and PA on Platform 1 at Barnt Green train station. No update. The EO reported the smashed screen on platform 3 to WM Trains.
c) Millennium Park wet pour resurfacing. The parts of the wet pour that reacted to the weather have been replaced with green spots of wet pour.

RESOLVED: The EO to pay the final invoice in July for the increased wet pour depths following completion of the works.

- d) Pollinator Site update. The volunteer group have collected the trimmer/goggles from Tonys Handyman. The EO and the Volunteer Group have reported the 2 x Japanese Knotweed stems on the site to BDC online. The Volunteer Group have asked whether they can paint the wooden part of the fence bollard posts black. Please see attached photo. There is two metres length of bare soil between the tufts of grass and the Volunteer Group have asked if they can plant camomile and flowering thymes in the gaps. Quote attached. It is hoped that the planting would also stop the cars parking and churning up the ground.

RESOLVED: Cllrs agreed that the posts of the rope fence should not be painted black. This was due to them not being visible at night and also the ongoing maintenance. Cllrs agreed a £50 budget for plants that were in keeping with a pollinator site.

- e) The Longlands, new pedestrian crossing update. No update.
f) Biodiversity. Community Orchard in Bittell Road playing fields. Funding available from the Coronation Heritage Living Fund. Cllr Roberts to update regarding the ordering of fruit trees for planting in the autumn.

RESOLVED: In Cllr Roberts absence Cllr Perry gave an update. 1 x cherry, 3 x apple, 2 x pear and 2 x plum trees had been suggested. If cherry trees were not included in the scheme then another apple tree would be ordered. Wade Muggleton, WCC Senior Greenspace Officer, will place the order in September for the whole of Worcestershire. The stakes, wiring etc. is also included. Cllr Pardo Roques will ask Greg Hunt, from Fruitfields Orchard, advice regarding the pruning and spacing etc. of the fruit trees.

- g) Hedge on Hewell Road and trees covering streetlamp in Green Bank and other areas. Along the railway side of Hewell Road after Station Approach to the corner of Green Bank there are various hedges/trees that are blocking the streetlamps. The EO seeking quotes for work to be carried out after the bird nesting season in September.

RESOLVED: Two quotes have been received. The EO is awaiting a further quote.

- h) Wicksteed Park Inspection reports. The EO has ordered a replacement rope bridge. Cost of the bridge and bridge end timber is £1385, to include install is £1685 excluding VAT.

RESOLVED: The EO to try and source a reasonably priced supplier.

- i) Rospa Play Safety Inspection Reports. Fresh Air Fitness are to repair the restrictors on the Airwalk and Skier in Bittell Road playing fields. The repair costs £255 and is booked for 22nd June.

RESOLVED: That the report be noted.

24/287 Planning

- a) Bromsgrove District Plan Update – Consultation Summer 2024. No update until after the general election on the 4th July 2024.
 b) Responses to consultations received including:

BDC ref	Site Address	Proposal
24/00553/FUL	3 Sandhills Lane, Barnt Green, Worcestershire, B45 8NU	Change of roof to single storey side and rear extension from flat to pitched; garage conversion to habitable room.
BGPC Recommendation: Barnt Green Parish Council recommends approval.		
BDC ref	Site Address	Proposal
24/00514/FUL	1 Poplar Drive, Barnt Green, Worcestershire, B45 8NQ	Two storey and first storey front extensions, pitch roof over and single storey extension to rear of existing side flat roofed garage.
BGPC Recommendation: As only 4 parish Cllrs were present and 2 abstained the council was not quorate. The EO to email Cllrs regarding convening a Planning Committee meeting to discuss the application which has a complex history.		
BDC Appeal ref	Site Address	Appeal
APP/P1805/C/24/3341175	24 Fiery Hill Road, Barnt Green, Worcestershire,	Without planning permission, the erection of an additional storey

	B45 8LG.	
BGPC Recommendation: Barnt Green Parish Council supports Bromsgrove District Council to uphold the planning process if the erection of an additional storey is deemed harmful.		

24/288 Date and Venue of Next Meetings

Next Parish Council Meeting, Monday 15th July 2024 7pm at 80 Hewell Road.

The meeting ended at 20:45hrs

Signed:..... Date.....
Chairman, Barnt Green Parish Council 15/07/2024

Agenda Item 24/285 (i) To approve the current financial position and bills paid.
Item authorised in May but was not paid due to insufficient funds. To be paid in June.

25	31.05.2024	£1,324.20	£264.84	£1,589.04	Dog & Litter Bin Emptying - Bittell Road Playing Field	Bromsgrove District Council
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May Payments Report

40	31.05.2024	£49.11	£2.46	£51.57	Office Energy	Pozitive Energy
39	31.05.2024	£128.73	£6.44	£135.17	Office Energy	Pozitive Energy

June Income Report

5	03.06.2024	£200.00	£0.00	£200.00	Donation from Barnt Green Dental towards cost of plants	Barnt Green Dental
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June Payments Report

58	30.06.2024	£219.54	£0.00	£219.54	Petty cash top up	Eleanor Choudry (Eleanor Choudry)
57	30.06.2024	£210.00	£0.00	£210.00	Grounds maintenance at Millennium Park	John S Bishop
56	30.06.2024	£1,625.00	£0.00	£1,625.00	Office Rent	John Truslove
55	30.06.2024	£222.00	£0.00	£222.00	Lengthsman Work	Bromsgrove District Council
54	30.06.2024	£244.00	£0.00	£244.00	Annual Membership	SLCC
53	30.06.2024	£228.41	£45.68	£274.09	Grounds maintenance at playing field	Neil Hosking (Hosking Ground Maintenance)
52	30.06.2024				PAYE	HMRC
51	30.06.2024				Salaries	Salaries
50	30.06.2024				Employers NI	HMRC
49	30.06.2024				Pension contributions	NEST
48	30.06.2024	£24.71	£1.24	£25.95	Street Light Energy	YU Energy
47	30.06.2024	£148.76	£7.44	£156.20	Street Light Energy	YU Energy
46	30.06.2024	£32.47	£6.49	£38.96	Office landline, broadband & calls	BT
45	30.06.2024	£612.00	£0.00	£612.00	Outdoor Parish Caretaker	Andlin Cleaning
44	30.06.2024	£524.65	£104.93	£629.58	Hanging baskets	Where Next
43	30.06.2024	£1,082.29	£0.00	£1,082.29	Annual insurance	Clear Councils
42	30.06.2024	£64.35	£12.87	£77.22	Dog bags	JRB Enterprise Ltd
41	30.06.2024	£1,275.00	£255.00	£1,530.00	Summer planting - planters	Oasis Flowers

Agenda Item 24/285 (i) To approve the May Bank Reconciliation 2024

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 31/05/2024		
	Cash in Hand 01/04/2024		143,458.55
	ADD Receipts 01/04/2024 - 31/05/2024		4,544.94
			148,003.49
	SUBTRACT Payments 01/04/2024 - 31/05/2024		11,790.93
	Cash in Hand 31/05/2024 (per Cash Book)		136,212.56
B	Cash in hand per Bank Statements		
	Petty Cash	31/05/2024	0.00
	Unity Bank Current Account	31/05/2024	175.98
	Unity Bank Deposit Account	31/05/2024	44,124.27
	Cambridge Building Society	31/05/2024	93,501.35
			137,801.60
	Less unrepresented payments		1,589.04
		136,212.56	
	Plus unrepresented receipts		
	Adjusted Bank Balance		136,212.56
	A = B Checks out OK		

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Agenda Item 24/285 (ii) To be advised of any expenditure decisions taken by Executive Officer

Monzo Reconciliation up to 11th June 2024					
Voucher	Date	Description	Supplier	Expenditure	Deposit
		Opening Balance			500.00
5	23.05.24	Office wall clock	Tonys Handyman	10.00	
6	23.05.24	Toilet rolls	Tesco	3.15	
7	23.05.24	Signed for postage for ECVC lease to BDC	Post Office	8.95	
8	30.05.24	Miracle-Gro Plant food for planters 2kg	Amazon	15.99	
9	30.05.24	Plaque for planter sponsored by Barnt Green Dental	Amazon	9.99	
10	30.05.24	Annual internet security	ESET	39.98	
11	11.06.24	Strimmer, goggles and blades for pollinator site	Tonys Handyman	131.48	219.54
			Balance		280.46
			Topup Request		219.54