

# BARNT GREEN PARISH COUNCIL

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Minutes of the **Ordinary Parish Council** meeting held on  
**Monday 15<sup>th</sup> July 2024 at 7.00pm at 80 Hewell Road, Barnt Green, B45 8NF**

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

**In attendance:** Executive Officer, Eleanor Choudry  
Worcestershire County Councillor, Adrian Kriss (left at 7.39pm)  
Richard Peach, The Village Magazine  
2 members of the public (left at 7.39pm)

**24/289 Apologies** Cllr M Roberts, Cllr S Whitehand.

**24/290 Parish Councillor Vacancy**

The Notice of Casual Vacancy has been displayed. If an election is not requested by the 23<sup>rd</sup> July 2024 the parish council may co-opt and the vacancy will be advertised.

**24/291 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 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.

Cllr Hotham is on the BDC Licensing Committee so did not comment on the consultation regarding the Revised Statement of Principles Under the Gambling Act 2005 agenda item 24/298.

**24/292 To consider any dispensations**

No dispensation requests had been received.

**24/293 11 Sandhills Road, Mr Dwight**

In heavy and intense rain, the runoff and the limited drain capacity outside 11 Sandhills Road cause water to flow down the property's drive towards the house and garage. North Worcestershire Water Management (NWWM) has stated dealing with this flow is the responsibility of the homeowner. The resident has asked Barnt Green Parish Council to support him in challenging NWWM because the increase in housing over the years and consequent infrastructure for drainage is now inadequate.

Cllr Hotham had met with Mr Dwight. Mr Dwight had sent a professional experts report about the drainage to Cllr Hotham earlier in the day. WCC Cllr Kriss advised that he had contacted the Highways Liaison Officer who had confirmed that the kerb will be raised at the beginning of August and a new gully installed. Cllr Cholmondeley said the issue was between Bromsgrove District Council and WCC Highways and the parish

council were not involved, the item would be taken off the agenda. BDC Cllr Hotham will keep the parish council updated.

**24/294 Open Session – Participation to hear from:**

a) Members of the public. A member of the public discussed a verbal assault that she had been subjected to outside Tesco on Hewell Road. She asked for the parish council to assist as the police were not taking any action. Cllr Cholmondeley advised that the parish council did not have any jurisdiction over the police and were not in a position to enter a dispute with the police. He suggested that she investigate the police appeals process. WCC Kriss informed the member of the public that there was a West Mercia Police Surgery to be held on the 16<sup>th</sup> July at Cofton Hackett Village Hall at 5pm and suggested that she attend. Meetings are also held at The Garrity on Hewell Road.

The member of the public complained about parking in Barnt Green and mentioned that train users were parking on the High Street instead of in the car park due to the charges. It was explained that the parish council tried very hard to alleviate the charging at the station but were unsuccessful. Network Rail (NR) want to stop car parking along Station Approach and when they retarmac they may add double yellow lines. The amount of cars parking at the station has increased to 20/25 but the car park has capacity for 45 cars. NR will not reverse the parking charges at the station. Bromsgrove District Council (BDC) have commissioned a Traffic Management Parking Expert who met with Cllr Hotham, a report is expected at the end of September. Hopefully there will be some positive suggestions. WCC Cllr Kriss said that if NR decide to add double yellow lines to Station Approach WCC could adopt the road and take over the responsibility.

b) Supporting organisations, e.g. Safer Neighbourhood Team (SNT), Footpath Warden. None present.

c) Worcestershire County Councillor – Adrian Kriss (Beacon division)  
Cllr Kriss said he was pleased with the outcome of The Local Government Boundary Commission for England (LGBCE) review. Cllr Cholmondeley said the comments of the parishes were considered and it was a better solution to have just one county councillor for the area. It will therefore be the last year Cllr Kriss will cover Barnt Green. Beacon becomes the smallest division, 6%. Barnt Green are no longer in Beacon but in Alvechurch division. A survey is taking place about management of verges in C and U roads with regard to biodiversity and seeks views of the local residents. If a disabled resident lives in Sandhills Lane WCC Cllr Kriss will be able to push for H bars in front of their drive. There is a specific criteria for adding the H bars to residential areas. Cllr Kriss can assist any resident with the online form request needed if required. It is dangerous under the bridge at Sandhills Green and pedestrians should not be walking there. Cllr Kriss will write to explain that responsibility cannot be absolved if it is recognised that it is unsafe. Cllr Hotham suggested that the 182/183 buses that cannot go over the humpback bridge travel along the previous route along Bittell Road. WCC Cllr Kriss to investigate the possibility. County Hall is due to be demolished because access to the roof could not be gained due to Reinforced Autoclaved Aerated Concrete (RAAC) and the building has tested positive for legionnaires bacteria. Only the Registrar Office is in use.

RESOLVED: The EO to ask Cllr Roberts to complete the WCC survey about management of verges in C and U roads with regard to biodiversity.

d) Bromsgrove District Councillor - Charles Hotham (Barnt Green & Hopwood). The council has been quiet due to the pre-election period. The BDC Local Plan Update will be available in October. The planning officer has attended the

'Calagate' site several times. The main gate was left open so there is public access. The management company has changed. Remus are still carrying out administration duties but are directed and nominated by residents.

**24/295 To adopt previous minutes**

To approve adoption of the minutes of the Ordinary parish council meeting held on 17<sup>th</sup> June 2024, previously circulated but also attached.

RESOLVED: That the minutes of the Ordinary Parish Council meeting held on 17/06/2024 were approved as an accurate record of the meeting and signed by the Chairman.

**24/296 Meetings / Training Attended – None.**

**24/297 Governance arrangements**

**a) Review of council policy:**

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

- (i) Freedom of Information Policy
- (ii) Home Working Policy

RESOLVED: That both policies i) Freedom of Information Policy and ii) Home Working Policy were approved.

**24/298 Consultations-**

Bromsgrove District Council - Consultation on Revised Statement of Principles Under the Gambling Act 2005. BDC has undertaken their review and only very minor changes are being proposed. Any comments to be submitted by Friday 16<sup>th</sup> August.

RESOLVED: That councillors forward any comments to the EO for submission..

Worcestershire County Council's new Electric Vehicle Charging Infrastructure Strategy. This first Electric Vehicle Charging Infrastructure (EVCI) Strategy for Worcestershire, sets out how the County Council and its partners intend to support the transition to electric vehicles and help to coordinate the roll out of accessible charge points across the County. The primary focus of this strategy will be on delivering electric chargers for communities and charging solutions for those specifically without dedicated off-street parking at home through the Local Electric Vehicle Infrastructure (LEVI) Fund. Details at:

<https://www.worcestershire.gov.uk/have-your-say-electric-vehicle-charging-infrastructure-evci-strategy>

The consultation will run from 9th July and has been extended until 24<sup>th</sup> September 2024. The final strategy is expected to be published later this year.

RESOLVED: Cllr Cholmondeley will draft a response and send it to the EO to circulate to all Cllrs. Cllrs to add any further details and the item to be agreed at the meeting on Monday 16<sup>th</sup> September 2024.

**24/299 Chairman's Report –** WCC Cllr Kriss raised the depth of opposition to The Local Government Boundary Commission for England (LGBCE) recommendations for Worcestershire Electoral Boundaries. It delivered a good result for Barnt Green with just one county councillor for the area.

Ron Bailey (researcher for Lord (Don) Foster and parliamentary advisor to Electrical Safety First) emailed the parish council asking for support for the campaign to improve the safety of lithium batteries (used in e-bike and e-scooters) and their disposal.

RESOLVED: It was agreed that as the National Association of Local Councils (NALC) had supported the campaign there was not a need for further endorsement from the parish council.

AGE UK Herefordshire and Worcestershire had contacted the parish council asking if there was a site in the parish for a single collection rag bin.

RESOLVED: It was agreed that there was not anywhere that was suitable.

The parish council had received complaints from residents regarding the hedge at the entrance to Orchard Croft. The owners had since cut the hedge. The owners were currently having building work carried out and asked when the parish council would be cutting the large tree that is growing close to their property.

RESOLVED: Councillors agreed that it would not be cut this year but the residents can cut any overhanging branches if they wish. The EO to reply.

**24/300 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) Station Lift Update from Network Rail	<p>The Network Rail drop-in session will be held on Monday 5<sup>th</sup> August between 7-9pm at the Friends Meeting House, Sandhills Road. A banner is to be ordered. West Midlands Rail had agreed that posters advertising the event could be added to their station notice boards.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>RESOLVED: The EO to order leaflets to be distributed to the shops. Details to be added to the station notice boards.</p> </div>
b) Sale of 80 Hewell Road / Redecoration of office	<p>The agent advised they are instructing the solicitor on the sale and will advise the EO when the change of ownership occurs. .</p>

	<p>The agent requested the salt and traffic cones that are stored at the rear of the building be moved and stored away from the premises. Barnt Green Surgery are unable to store the items temporarily due to renovation works that are due to start on the 5<sup>th</sup> August.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>RESOLVED: Cllr Cholmondeley and the EO checked potential storage areas in the parish but nowhere was suitable. It was agreed that the items remain where they are currently. If necessary they could be moved to the shed temporarily in Millennium Park.</p> </div> <p>The meeting room requires redecoration once the dehumidifier is removed. A decision needs to be made about the extent of the works.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>RESOLVED: Cllrs agreed not to redecorate yet.</p> </div>
<p>c) .gov.uk email and website address</p>	<p>The domain has been approved and the website will soon move to the new domain barntgreenparishcouncil.gov.uk. The EO's email address will then change to exec@barntgreenparishcouncil.gov.uk followed by the Cllrs email addresses.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>RESOLVED: That the report be noted.</p> </div>
<p>d) Fence in Millennium Park</p>	<p>The OPC has removed the section of wire fencing that had fallen down.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>RESOLVED: That the report be noted.</p> </div>
<p>e) West Mercia Police Town and Parish Council Survey 2024</p>	<p>Cllr Cholmondeley has completed the survey about policing in the local area, raising any concerns and identifying improvements..</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>RESOLVED: Cllr Cholmondeley listed shoplifting, police visibility and rough sleeping as the main concerns. The survey only takes 10 minutes, and he would like to complete it along with another councillor next year to ensure a range of opinions.</p> </div>

**24/301 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 Executive Officer. See Monzo expenditure list page 7 of the agenda. A top up of £45.89 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 June 2024.

- (iv) The Account Management Submission Form has been uploaded to the Unity Trust Bank to add Cllr Williams as a fourth signatory. Awaiting confirmation.
- (v) The Finance Committee met on the 8<sup>th</sup> July 2024 to carry out the quarterly finance checks and compared the actual income and expenditure against the budget as part of the budget monitoring process.

RESOLVED: There were no issues with the quarterly accounting checks. Cllr Perry confirmed a receipt from WCC was included on the July agenda, this was due to the timing of the receipt. The budget is broadly on track.

## 24/302 Environment & Community Wellbeing

- a) Bittell Road Playing Field children's play equipment. Cllrs Pardo-Roques, Williams and Hotham formed a working party and are to meet to consider the equipment options and contractor. Cllrs to consider the group's recommendations and agree a decision. Cllrs Williams, Hotham and Cholmondeley met on Friday 12<sup>th</sup> July.

RESOLVED: Four quotes were discussed. Cllrs swapped some equipment items around before deciding to go ahead with Sovereigns quote. It was agreed that a grant application would be sent to Barnt Green Medical Trust for £10k and the balance would be paid using reserves. The EO to inform Total Football when an installation date is agreed. The EO to report to the OPC a gap in the middle of the fence between the small and larger gates at the entrance to Bittell Road playing fields. A dog had escaped through the gap.

- b) Lack of departure screens and PA on Platform 1 at Barnt Green train station.

RESOLVED: Zoe Hodgins from West Midland Trains responded to say that unfortunately there was no update.

- c) Pollinator Site update. No action has been taken by BDC yet regarding the 2 x Japanese Knotweed stems on the pollinator site. Cllrs agreed at the June meeting that the Volunteer Group could not paint the wooden part of the fence bollard posts black. The volunteers would like to

appeal that decision and state that they will add reflectors to the posts so they are visible at night and that any maintenance work required for new or replacement posts will be carried out by the volunteers. The camomile plants were ordered and are awaiting delivery.

A signed request from three councillors would be needed to bring the item of painting the rope fence posts black back to the agenda. There was no appetite to do this, it was thought that the natural wood was more in keeping with a pollinator site. It has been highlighted that one of the pear trees on the pollinator site had blight.

RESOLVED: The rope fence posts to remain unpainted. Cllrs Cholmondeley and Cllr Perry to check the pear tree for blight.

- d) The Longlands, new pedestrian crossing update. Progress is slow.
- e) Biodiversity. Community Orchard in Bittell Road playing fields. No update.
- f) Planters on Hewell Road and tiered planters. Quotes for winter planting to be discussed. The quote for winter planting was presented to Cllrs.

RESOLVED: Cllrs agreed that the quote was costly. Cllrs will clear the tiered planters when the summer plants have died and leave them empty over the winter months. Cllrs will buy winter plants and arrange a suitable time to meet to plant the containers along Hewell Road for the winter months. A date will be arranged at the September meeting. This option will be trialled for one year.

- 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 work to be carried out after the bird nesting season in September. Please see attached quotes to be discussed and a decision regarding the contractor and start date to be agreed.

RESOLVED: Cllrs discussed the quotes, one of which requested that the parish council cone off areas of the road prior to the contractors arrival. Cllrs agreed to go with the contractor who was taking full responsibility for managing the area. The EO to check that the parish council would not be responsible for any road management and confirm a date for the work to be carried out.

- h) Wicksteed Park Inspection reports. Cost of the bridge and bridge end timber is £1385, to include install is £1685 excluding VAT. The EO has been unable to source a like for like bridge that is more cost effective.

RESOLVED: Cllrs agreed to the purchase of the bridge from Wicksteed. The EO to ask the OPC to install.

- i) Social Eats Street Food and Music Festival Saturday 7<sup>th</sup> September 2024.

RESOLVED: The EO to arrange a meeting with the organiser Alex McGarry and invite residents that live next to Bittell Road playing fields. £500 deposit to be requested from Social Eats to cover any eventualities. Cllr Hotham to send available dates to attend the meeting and the EO to arrange with Alex McGarry. The EO to remind Total Football about the date of the event.

- j) Millennium Park summer bouncy castle. A request had been received from a local resident who had purchased a bouncy castle. He wanted to place the bouncy castle in Millennium Park over the school holidays and charge £2 per child or the parish council could pay a hire charge and allow children access free of charge. The resident had insurance and a Risk Assessment.

RESOLVED: Due to safety concerns Cllrs agreed not to go ahead with the proposal.

- k) The hand sanitiser by Millennium Park is broken and the sanitiser in Bittell Road playing fields is unused.

RESOLVED: Cllrs agreed to ask the OPC to remove the hand sanitisers. The EO to confirm that the sanitiser near Millennium Park belongs to the parish council and not BDC.

- l) Leg press guard is broken on the gym equipment in Bittell Road playing field. A quote from the supplier is being sought.

RESOLVED: The quote is £31.95 excluding VAT. The EO to order and request the OPC to fit it.

- m) Children's Christmas Bespoke Motif Lights Competition. Competition entries have been received.

RESOLVED: Cllr Williams, Cholmondeley and Hotham met on Friday 12<sup>th</sup> July to judge the competition entries. A shortlist of 4 entries has been chosen. The EO to contact Blachere to ask them which entries would be most suitable to be made into a Xmas light. Once agreed the EO to inform St Andrews First school of the winners and send images to Richard Peach, The Village magazine. Semi-finalist and Highly Commended certificates to be created by the EO and distributed to the children.

## 24/303 Planning

- a) Bromsgrove District Plan Update – Consultation Summer 2024. No update.  
b) Responses to consultations received including:

BDC ref	Site Address	Proposal
<b>24/00514/FUL</b>	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: Barnt Green Parish Council has NO OBJECTION. To be noted.		

BDC Appeal ref	Site Address	Appeal
APP/P1805/W/ 24/3342054	Land To The Rear Of 55 - 61 Fiery Hill Road, Barnt Green, Worcestershire, B45 8JX.	Erection of single storey dwellinghouse
<p>BGPC Recommendation: Previous comments submitted 22/8/23. There have been a number of applications to develop this site – all of which have been refused. Objections have related to the location of the site within the Barnt Green Conservation Area and its accessibility. SPD High Quality Design 4.2.11 states that:  ‘New residential development should embody the particular characteristics of the built and natural environment in which it is located to provide a sense of place and identity.’  This proposed development, located to the rear of 55-61 Fiery Hill Road, does nothing to ‘retain or enhance the local character of the area.’ Whilst this application is single storey, as opposed to two storey, it is still a bulky development which fills much of the available site.  Access to the site is also problematic being via a passageway which is as little as 2.5-2.8 metres for some 30 metres in one section. The lack of proper access was cited in the refusal to grant the appeal to the previous planning application for this site. Worcestershire Highways recommends a minimum track width of approx. 3.32 metres to allow delivery and other larger vehicles, as well as pedestrians, to pass along it.  Barnt Green Parish Council recommends that this application should be refused.</p> <p>No further comments to be made.</p>		

#### 24/304 Date and Venue of Next Meetings

Next Parish Council Meeting, Monday 16<sup>th</sup> September 2024 7pm at 80 Hewell Road.

The meeting ended at 21:00hrs

Signed:..... Date.....  
Chairman, Barnt Green Parish Council 16/09/2024

Agenda Item 24/301 (i) To approve the current financial position and bills paid.

#### June Income Report

7	30.06.2024	£316.39	£0.00	£316.39	£ Credit interest	Unity Bank
6	30.06.2024	£444.00	£0.00	£444.00	£ Lengthsman refund	Worcestershire County Council

#### June Payments Report

61	30.06.2024	£42.33	£2.12	£44.45	Office Energy	Positive Energy
60	30.06.2024	£33.33	£1.67	£35.00	Office Energy	Positive Energy
59	30.06.2024	£18.00	£0.00	£18.00	Bank Service Charge	Unity Bank

## July Payments Report

78	31.07.2024	£45.89	£0.00	£45.89	Petty cash top up	Petty cash
77	31.07.2024	£612.00	£0.00	£612.00	Outdoor Parish Caretaker	Andlin Cleaning
76	31.07.2024	£175.00	£0.00	£175.00	Grass Cutting - Millennium Park	John S Bishop
75	31.07.2024	£2,389.99	£478.00	£2,867.99	New VAS on Fiery Hill Road	ElanCity
74	31.07.2024				Pension contributions	Pensions
73	31.07.2024				Employers NI	HMRC
72	31.07.2024				PAYE	HMRC
71	31.07.2024				Salaries	Salaries
70	31.07.2024	£255.00	£51.00	£306.00	Repair to gym equipment in playing fields	Fresh Air Fitness
69	31.07.2024	£228.41	£45.68	£274.09	Grounds maintenance at playing field	Neil Hosking (Hosking Ground Maintenance)
68	31.07.2024	£148.95	£29.79	£178.74	Dog bags	JRB Enterprise Ltd
67	31.07.2024	£222.00	£0.00	£222.00	Lengthsman Work	Bromsgrove District Council
66	31.07.2024	£450.00	£90.00	£540.00	Millennium Park wetpour install	PlaySmart UK
65	31.07.2024	£345.00	£0.00	£345.00	Printing of the Bulletin newsletter	Heron Press
64	31.07.2024	£23.99	£1.20	£25.19	Street Light Energy	YU Energy
63	31.07.2024	£131.01	£6.55	£137.56	Street Light Energy	YU Energy
62	31.07.2024	£500.00	£0.00	£500.00	Grant Application	Bart Green Cricket Club

Agenda Item 24/301 (i) To approve the June Bank Reconciliation 2024

## Bart Green Parish Council

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 30/06/2024</b>		
	Cash in Hand 01/04/2024		143,458.55
	<b>ADD</b> Receipts 01/04/2024 - 30/06/2024		5,505.33
			148,963.88
	<b>SUBTRACT</b> Payments 01/04/2024 - 30/06/2024		20,931.19
<b>A</b>	<b>Cash in Hand 30/06/2024</b> (per Cash Book)		<b>128,032.69</b>
	Cash in hand per Bank Statements		
	Petty Cash 30/06/2024	0.00	
	Unity Bank Current Account 30/06/2024	2,390.68	
	Unity Bank Deposit Account 30/06/2024	32,140.66	
	Cambridge Building Society 30/06/2024	93,501.35	
			<b>128,032.69</b>
	Less unrepresented payments		
			128,032.69
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>128,032.69</b>
	<b>A = B Checks out OK</b>		

Agenda Item 24/300 (ii) To be advised of any expenditure decisions taken by Executive Officer

Monzo Reconciliation up to 8th July 2024					
Voucher	Date	Description	Supplier	Expenditure	Deposit
		Opening Balance			<b>500.00</b>
<b>12</b>	01.07.24	Herb plug plants for pollinator site	Amazon	20.90	
<b>13</b>	02.07.24	A4 copier paper x 5 reams	Amazon	24.99	
					45.89
			Balance		454.11
			<b>Topup Request</b>		45.89