

BARNT GREEN PARISH COUNCIL

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Minutes of the **Ordinary Parish Council** meeting held on
Monday 21st October 2024 at 7.00pm at 80 Hewell Road, Barnt Green, B45 8NF

Members present: Cllrs R Cholmondeley, C Hotham, L Williams, S Whitehand, M Roberts, P Perry

In attendance: Executive Officer, Eleanor Choudry
1 members of the public
2 members of Barnt Green Waters Ltd (arrived 8.20pm and left 8.40pm)

24/322 Apologies Cllr O Pardo Roques, WCC Cllr A Kriss

24/323 Parish Councillor Vacancy An application for the vacancy has been received from Sally Tucker and circulated to parish councillors. Sally is unable to attend the October meeting but will attend the November meeting.

24/324 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 Williams declared that she had an interest in agenda item 24/335 Planning 24/00847/FUL 1 Poplar Drive, Barnt Green as she is the property owner.

24/325 To consider any dispensations
No dispensation requests had been received.

24/326 Open Session – Participation to hear from:

a) Members of the public. Resident Danny Bromage would like to raise the profile of being a foster carer. He said as a foster carer himself, although it is a challenging role there are many rewards. Without foster carers financial institutions are stepping into the industry and charging thousands of pounds to 'care' for a child. Cllrs suggested that Danny could deliver a presentation about foster caring at the Annual Meeting next year.

Danny had contacted Village Vineyards who have agreed to bring their horsebox to sell drinks at the Xmas lights switch on. They can also sell crepes. Danny will ask if the pizza van is available. The Victoria pub has offered a Peroni Bar.

Brass Beatz may be able to perform for 40 minutes. The Portaloo needs a light. Could the school be encouraged to hold a carol service at the event. Can Danny find anyone who could be elves to help at the event.

The hanging of the Christmas motif lights is to be changed to accommodate the two new lights. One will go outside the nursery and one outside the school. The two that are being replaced will be outside houses on Station Approach. The switch on will be at 5pm and a small party could go to have their photograph

taken with the newly unveiled bespoke lights designed by pupils outside the school at approximately 5.10pm.

Chris Pack, Director of Barnt Green Waters Ltd and Stuart Howe also from Barnt Green Waters attended the meeting to raise their concerns regarding the potential threat caused by the green belt building programme to the Bittell reservoirs Site of Special Scientific Interest (SSSI). A document was handed out showing the information about the site (see Appendix 1). The details were discussed. Concerns about 9,000 homes impinging on the green belt with water running through underground streams affecting the whole estate were raised. If the environment is lost it will never come back and there are many birds, otters etc on the site. Further meetings are to take place about the effect of the development, they want to ensure that they work with parish councils. A meeting will also take place with WCC Highways on the 4th November. Cllr Cholmondeley is to meet with Lickey and Blackwell Bakul Kumar regarding housing. It will be useful to have a meeting with the Canal & River Trust and National England as they will be planning consultees. Cllr Cholmondeley suggested there were probably three potential housing sites in Barnt Green but none of them were ideal.

- b) Supporting organisations, e.g. Safer Neighbourhood Team (SNT), Footpath Warden. None present.
- c) Worcestershire County Councillor – Adrian Kriss (Beacon division). Not present.
- d) Bromsgrove District Councillor - Charles Hotham (Barnt Green & Hopwood). Planning Enforcement is the third highest in the whole district with 28 live cases having been built without planning permission. Worcestershire Regulatory Services are now carrying out planning enforcement duties. Sharna-Leigh Cooper is now the Manager of the Place team. The Boundary Commission are carrying out the ward boundary review. One ward has 900 electors whilst others have 3000, this was due to a site that was expected to be built.

24/327 To adopt previous minutes

To approve adoption of the minutes of the Ordinary parish council meeting held on 16th September 2024, previously circulated but also attached.

RESOLVED: That the minutes of the Ordinary Parish Council meeting held on 16/09/2024 were approved as an accurate record of the meeting and signed by the Chairman.

24/328 Meetings / Training Attended – None.

24/329 Governance arrangements

a) Review of council policy:

The following policies have been circulated prior to the meeting for review:

- i) Publication Scheme
- ii) Grievance Procedure
- iii) Disciplinary Procedure
- iv) Grant Awarding Policy
- v) Communications Risk Assessment
- vi) Risk Assessment & Management Policy
- vii) Balances and Reserves
- viii) Volunteering Policy and Procedure

RESOLVED: The Community Car Park to be added to i) Publication Scheme in Section 7. All policies i) to viii) were approved excluding the Balances and Reserves Policy which is to be discussed at the next finance meeting and is to be added to Novembers agenda.

24/330 Consultations- Bromsgrove Ward Boundary Review - Initial Consultation – Consultation closes on 2 December 2024

The electoral review will recommend new electoral arrangements for Bromsgrove District Council (BDC). They will propose the total number of councillors elected to the council in the future;

- the number of wards;
- the number of councillors representing each ward;
- ward boundaries; and
- the names of wards.

How to get involved

This is a public consultation and BDC welcome views from individuals and organisations across Bromsgrove on where they think new ward boundaries should be drawn.

BDC are minded to recommend that 31 councillors should be elected to Bromsgrove District Council in the future.

This is no change from the current number of councillors.

BDC are now inviting proposals to help them draw up a pattern of wards to accommodate 31 councillors.

In drawing up new electoral wards, they must balance three legal criteria, namely: to deliver electoral equality: where each councillor represents roughly the same number of electors as others across the district;

that the pattern of wards should, as far as possible, reflect the interests and identities of local communities;

that the electoral arrangements should provide for effective and convenient local government.

BDC will treat all submissions equally and judge each case on its merits and against the legal criteria.

If you wish to put forward a view, BDC would also urge you to ensure that evidence supports your submission.

For example, if you wish to argue that two areas should be included in the same electoral ward, make sure you tell us why they should be together, providing evidence about community facilities, ties, organisations, and amenities, rather than simply asserting that they belong together.

There is more advice on BDC website about how you can get involved in the consultation. Our website features technical advice that explains the process and our policies, as well as guidance on how to take part in each part of the process.

We have also set up a webpage dedicated to the review of Bromsgrove, where you can find all the relevant information, access interactive maps of the current ward boundaries, and give your views.

RESOLVED: The consultation will be led by Bromsgrove District Council. It was agreed that BGPC will respond when there is a concrete proposal.

Public Health and Planning in Worcestershire County Council are working together to research and understand the role of planning in ageing well and the creation of healthier, more adaptive and inclusive environments to grow old in.

Worcestershire has an ageing population with a range of social and economic issues that are relevant to the planning system. The aim of this work, in partnership including District

Planning colleagues and Public Health, is to understand the issues of ageing well and how to address them in relation to the planning system. Before we do this, it is first important for us to understand what ageing well embodies and how it can be made more attainable. This survey seeks to understand more about you, your views on ageing well and what it means for you and your family. The findings from this survey will be used to inform future work on land use planning for ageing well.

Have your say

WCC are seeking your views on ageing well and what it means for you and your family.

The consultation will run from 1 October until 3 November 2024 and will be used to draft a research paper on the subject of Planning for Ageing well.

Share your views via an online survey here:

<https://online1.snapsurveys.com/HousingAgeing2024>

Further details can be found here:

[Sustainable Development Research Documents | Worcestershire County Council](#)

What Happens Next?

After the engagement exercise has concluded, all comments will be reviewed and duly considered and used to inform the drafting of the research paper Planning for Ageing Well. The first draft will be published for consultation on our website in winter 2024/25 with the aim of ensuring that ageing well is addressed through the planning process.

RESOLVED: Cllr Cholmondeley completed the survey. Data requested was from individuals.

24/331 Chairman’s Report – The Chair reminded councillors to please read their emails.

24/332 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>A further Network Rail drop-in session is to be held on Monday 16th December between 7-9pm at Barnt Green Baptist Church, Bittell Road, B45 8LU.</p> <p>Jennifer Slater and Simon Clifford from Network Rail will give an update on the progress of the lift installation and answer any concerns regarding disruption that may be caused.</p> <p>RESOLVED: To be noted.</p>
<p>b) Sale of 80 Hewell Road / Redecoration of office</p>	<p>The agent advised they are instructing the solicitor on the sale and it should complete within the next month, it will not affect the PC occupation.</p>

	<p>The agent sent an invoice for £2,459 for 'works undertaken following reports of damp to include hire of dehumidifier'. The landlord has stated that the sole cause of damp was lack of heating during the winter months. The landlord does not have a 'Damp Report'. The landlord has said that their employee Mick Simmonds will return to inspect the damp if Cllrs agree.</p> <p>RESOLVED: Cllrs to discuss again at the November meeting.</p>
c) .gov.uk email	<p>All Cllrs to confirm that they have moved over to .gov.uk emails.</p> <p>RESOLVED: All Cllrs present agreed that they were now using their .gov.uk email address. Cllr Hotham will use his BDC .gov.uk email address.</p>
d) Outdoor Parish Caretaker (OPC)	<p>The OPC to replace 2 bench seats in Bittell Road playing fields. The rope bridge has been delivered and will be installed in Millennium Park.</p> <p>RESOLVED: The EO to ask the OPC to replace a third broken seat bench near the oak tree in Bittell Road playing fields.</p>
e) Abandoned car in the Community Car Park on Fiery Hill Road	<p>A member of the public along with a representative from the Butterwick Management Group have complained about the Honda that has 4 flat tyres and has been in the community car park for over a year. It is SORN.</p> <p>RESOLVED: The EO reported the car to the SNT (West Mercia Safer Neighbourhood Team) and DVLA. The SNT contacted the owner of the vehicle which has now been removed.</p>
f) Streetlights	<p>6 lights require upgrading at a cost of £385 each</p> <p>RESOLVED: The streetlights are to be upgraded.</p>
g) Bollards	<p>A bollard on Hewell Road was knocked over by Poweready. Replacements cost £321.</p> <p>RESOLVED: The EO to ask Glasdon to visit the site to ensure quotes are received for the correct type of bollard.</p>

h) Deed of Easement	<p>The Deed of Easement would grant Severn Trent access to an underground pipe in an emergency. The solicitor has received the undertaking for the legal costs from Field Fisher and will proceed with setting up a file prior to reviewing the Deed of Easement.</p> <div data-bbox="724 309 1415 421" style="border: 1px solid black; padding: 5px; margin: 10px auto; width: fit-content;"> <p>RESOLVED: Cllr Cholmondeley to check agreement and ensure no fees are payable by the parish council.</p> </div>
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24/333 Finance

- (i) To note the current financial position, income and bills for payment. See page 6 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 8 of the agenda. A top up of £159.96 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 Perry approved the payments in September 2024.

- (iv) Confirmation that Cllr Williams has bank access.

RESOLVED: Cllr Williams is still unable to access the bank account. Cllr Williams will meet the EO at the office and contact the bank.

- (v) A Finance Meeting on Wednesday 16th October to carry out the quarterly accounts checks and budget monitoring. To agree a budget for winter plants. To review the Balances and Reserves Policy.

RESOLVED: The Finance Meeting is rearranged to Monday 25th November at 10am.

24/334 Environment & Community Wellbeing

- a) Lack of use of station parking in Barnt Green.

RESOLVED: Worcestershire County Council are looking into the car parking provision at stations across the county. The item to be removed from the November agenda.

- b) Bittell Road Playing Field children's play equipment. Awaiting an install date.

RESOLVED: Install to start Monday 18th November and take 2/3 days.

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

RESOLVED: Zoe Hodgins confirmed WM Trains are awaiting quotations for a CIS screen on platform 1 and to make improvements to CIS for platform 3. The PA is likely to be linked into the lift project.

- d) Pollinator Site update. As the Japanese Knotweed is now dying back BDC have confirmed that they are to carry out a mass treatment in the local area. The Volunteer Group have requested leaf collectors to help collect the debris. Please see attached quote of £9.99. The group have also requested that more Yellow Rattle is planted towards the ropes/bollards to try and reduce the grass/knapweed.

RESOLVED: Cllrs had agreed that the pollinator site rope fence posts were to remain natural in colour in keeping with a pollinator site and to avoid repainting/ongoing maintenance. Cllrs were surprised to see that they have been painted grey. The EO to ask the Volunteer Group if they know who painted them. The request for leaf collectors was considered but it was decided they were unnecessary. Cllr Perry said that the Yellow Rattle will not get rid of Knapweed and was incompatible with the current strimming procedure around the edge of the site. The existing Yellow Rattle should self-seed. Cllr Perry questioned why the Volunteer Group strimmed a path through the middle of the site and suggested they plant the Yellow Rattle if required. Wade Muggleton could be asked for advice.

- e) The Longlands, new pedestrian crossing update. The work will start on 9th December and be completed by 13th December.

RESOLVED: That the report be noted.

- f) Excessive vehicles turning around in Orchard Croft due to sequential house numbering and a dead end.

RESOLVED: To be removed from the agenda. The concerned resident can contact Cllr Kriss directly if necessary.

- g) Biodiversity. Community Orchard in Bittell Road playing fields.

RESOLVED: The planting of 8 fruit trees is on track for November. Cllr Whitehand suggested that a BBQ could be held at the site for volunteers. The WCC grass verge consultation was not on the agenda but there are no verges in Barnt Green.

- h) Planters on Hewell Road and tiered planters. A date to be confirmed for Cllrs to carry out the winter planting in the planters along Hewell Road.

RESOLVED: The EO has purchased the plants and 1 bag of compost and they are being kept by Cllr Cholmondeley. There are 6 planters along Hewell Road and 3 in Millennium Park. Cllrs Cholmondeley, Perry, Hotham and Williams agreed to volunteer to carry out the planting.

- i) Social Eats Street Food and Music Festival date change from Saturday 6th September to Saturday 30th August 2025 to be agreed.

RESOLVED: Cllrs agreed to change the date to 30th August 2025 to avoid a clash with Blackwell Festival. The EO to inform the organiser. Cllr Williams agreed to deliver free tickets to residents in Margesson Drive next year. The EO to request that the free tickets are issued at the same time as the first release tickets.

- j) Children's Christmas Bespoke Motif Lights Competition.

RESOLVED: Discussed under agenda item 24/326.

- k) Christmas Lights Switch on event Saturday 30th November.

RESOLVED: Discussed under agenda item 24/326. The EO to organise a light for the Portaloo. Cllrs agreed that they did not want the Peroni Bar as they already had Village Vineyards horse box. The EO to confirm arrangements with Danny Bromage.

- l) Christmas Best Dressed Shop Window Competition.

RESOLVED: Cllr Cholmondeley to organise the trophy. Kay Cholmondeley and Cllr Pardo Roques to judge the entries.

- m) Wassail Walk Friday 27th December 2024.

RESOLVED: The walk will take place on 27th December. The EO to order one banner.

- n) Chairmans Christmas 'Thank you' Buffet.

RESOLVED: The EO to contact The Garrity, Hewell Road to organise the buffet on Monday 9th December 4-6pm with sandwiches for 20, tea and coffee.

- a) Bromsgrove District Plan Update – Consultation Summer 2024.
 A public meeting was called by Sam Evans, member for Bromsgrove Ward regarding the golf course. An extraordinary BDC meeting was called so residents could voice their opinions, but the meeting was very controlled with what could be discussed. Changes to the National Policy Planning Framework (NPPF) have been circulated to all political groups. The final document was submitted to the government; the NALC response is the same. The NPPF will be policy in December. Councils were to produce proposals with sites but due to government policy and housing numbers the proposal had to be done again

RESOLVED: That the report be noted.

Cllr Perry said he will carry out flag duties for Remembrance Sunday.

- b) Responses to consultations received including:

BDC ref	Site Address	Proposal
24/00847/FUL	1 Poplar Drive, Barnt Green, Worcestershire, B45 8NQ	Front single story and above garage extensions, single storey extension to rear of existing garage. Resubmission of 23/01163/FUL
BGPC Recommendation: No comments.		
BDC	Site Address	Proposal
24/00950/FUL	79 Bittell Road, Barnt Green, Worcestershire, B45 8LX	Removal of flat roof to garage, and replacement with a single pitch roof set against the main house
BGPC Recommendation: BGPC recommends approval.		

24/336 Date and Venue of Next Meetings

Next Parish Council Meeting, Thursday 28th November 2024 7pm at 80 Hewell Road.

The meeting ended at 20:50hrs

Signed:..... Date.....
 Chairman, Barnt Green Parish Council 28/11/2024

Agenda Item 24/333 (i) To approve the current financial position and bills paid.

September Income Report

15	30.09.2024	£10,000.00	£0.00	£10,000.00	Grant application from BGMT for childrens play equipme	Bart Green Medical Trust
14	30.09.2024	£46.25	£0.00	£46.25	Office Hire	Conexus Tuition
13	30.09.2024	£154.44	£0.00	£154.44	Credit interest	Unity Bank
12	30.09.2024	£0.00	£1,815.19	£1,815.19	VAT Reclaim 1.4.24 to 31.7.24	HMRC

September Payments Report

117	30.09.2024	£46.15	£2.31	£48.46	Office Energy	Pozitive Energy
116	30.09.2024	£1,625.00	£0.00	£1,625.00	Office rent 29.9.24 to 24.12.24	John Truslove
115	30.09.2024	£18.00	£0.00	£18.00	Bank Service Charge	Unity Bank

October Income Report

17	31.10.2024	£1,500.00	£0.00	£1,500.00	Social Eats hire of Bittell Road playing fields 7.9.24	Social Eats
16	31.10.2024	£37,750.00	£0.00	£37,750.00	2nd Half Precept	Bromsgrove District Council

October Payments Report

138	22.10.2024				Pension contributions	NEST
137	31.10.2024	£159.96	£0.00	£159.96	Petty cash top up	Petty cash top up
136	30.09.2024	£5.40	£0.00	£5.40	Bank Service Charge	Unity Bank
135	31.10.2024	£84.61	£4.23	£88.84	Office Energy	Pozitive Energy
134	31.10.2024	£3,618.62	£723.72	£4,342.34	Deposit for new childrens play equipme	Sovereign Design Play Systems Ltd
133	31.10.2024	£272.88	£0.00	£272.88	Lengthsman Work	Bromsgrove District Council
132	31.10.2024	£0.00	£0.00	£0.00	Petty cash top up	Duplicate
131	31.10.2024	£350.00	£0.00	£350.00	Grounds maintenance at Millennium Pa	John S Bishop
130	31.10.2024				Employers NI	HMRC
129	31.10.2024				PAYE	HMRC
128	31.10.2024				Salaries	Salaries
127	31.10.2024	£718.40	£0.00	£718.40	Outdoor Parish Caretaker	Andlin Cleaning
126	31.10.2024	£148.46	£7.42	£155.88	Street Light Energy	YU Energy
125	31.10.2024	£23.75	£1.19	£24.94	Street Light Energy	YU Energy
124	31.10.2024	£228.41	£45.68	£274.09	Grounds maintenance at playing field	Neil Hosking (Hosking Ground Maintenance)
123	31.10.2024	£561.60	£112.32	£673.92	Annual Accounting Software	Scribe Accounting
122	31.10.2024	£222.00	£0.00	£222.00	Lengthsman Work	Bromsgrove District Council
121	31.10.2024	£2,405.00	£481.00	£2,886.00	Bespoke motif Xmas lights x 2	Blachere Illumination UK Ltd
120	31.10.2024	£1,575.00	£315.00	£1,890.00	Vegetation management including hedge	CJ Tree Surgeons Ltd
119	31.10.2024	£1,502.86	£300.57	£1,803.43	Millennium Park rope bridge	Wicksteed Leisure Ltd
118	31.10.2024	£500.00	£0.00	£500.00	Grant to Citizens Advice Bureau (CAB)	Bromsgrove Citizens Advice

Monzo Reconciliation up to 14th October 2024					
Voucher	Date	Description	Supplier	Expenditure	Deposit
		Opening Balance			500.00
20	02.10.24	Temporary Event Notice for Xmas Lights Switch On 30.11.24	Bromsgrove District Council	21.00	
21	14.10.24	Xmas lights switch on banner x 2	The Banner Warehouse	92.48	
22	14.10.24	Xmas lights switch on leaflets x 250	Vista Print	33.49	
23	14.10.24	Swizels tub of sweets for Santa at Xmas lights switch on	Amazon	12.99	
					159.96
			Balance		340.04
			Topup Request		159.96