

BARNT GREEN PARISH COUNCIL

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Minutes of the **Ordinary Parish Council** meeting held on
Thursday 28th November 2024 at 7.00pm at 80 Hewell Road, Barnt Green, B45 8NF

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

In attendance: Executive Officer, Eleanor Choudry
Sally Tucker (left at 7.05pm)
WCC Cllr A Kriss (left at 7.20pm)
Richard Peach, The Village Magazine

24/337 Apologies Cllr L Williams

24/338 Parish Councillor Vacancy Councillors unanimously voted to co-opt Sally Tucker. Sally signed the Declaration of Office. The EO to send induction details and parish information.

24/339 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.

24/340 To consider any dispensations None declared.

24/341 Open Session – Participation to hear from:

- Members of the public. None present.
- Supporting organisations, e.g. Safer Neighbourhood Team (SNT), Footpath Warden. None present.
- Worcestershire County Councillor – Adrian Kriss (Beacon division) Residents are being encouraged to report any complaints regarding hospital care to Health Watch <https://www.healthwatchworcestershire.co.uk/what-we-do> . Any residents that need help to complete an online application form for H parking / disabled parking can contact Cllr Kriss for help to complete the form. Worcestershire Healthy Walks are encouraging residents to walk from 10 to 90 minutes and are organising walks for people to improve health and make new friends, see link <https://www.worcestershire.gov.uk/council-services/travel-and-highways/walking-wheeling-and-cycling/worcestershire-health-walks>

Anyone can contact mental health support when they need it by texting SHOUT to 85258 and crisis support is available with a trained councillor. Further details and support can be found here <https://www.worcestershire.gov.uk/council-services/health-and-wellbeing/mental-health-and-emotional-wellbeing/mental-health-support-adults/mental-health-support-services>

The Health Overview Committee on obesity and life expectancy have advised that BMI (Body Mass Index) is not appropriate to measure obesity, they are working with the Department of Health. Problem with transport to local hospitals has been highlighted but community transport is available see link for details and booking <https://www.worcestershire.gov.uk/council-services/adult-social-care/support-stay-independent-and-living-home/travel-and-community-transport>

A stakeholder engagement session is to take place on the 3/12 regarding the proposed car parking charges at Lickey Hills Country Park. The on-demand bus service is to be advertised in the next Bulletin. The service which is heavily subsidised has a £9 million budget and it is hoped it will be linked to google maps. Cllr Kriss will deliver some leaflets highlighting the service and the EO will take to the GP surgery for distribution.

d) Bromsgrove District Councillor - Charles Hotham (Barnt Green & Hopwood). BDC will meet next Wednesday and discuss the ward boundaries. Barnt Green will not change. The government is keen on a unitary authority so that significant savings can be made year on year. Cllr Hotham said that two authorities with one in the north and one in the south would be better as currently the authority was very south concentrated. A population of 500,000 is required for a single authority but the north have only got a population of approximately 300,000.

24/342 To adopt previous minutes

a) To approve adoption of the minutes of the Ordinary parish council meeting held on 21st October 2024, previously circulated but also attached.

RESOLVED: That the minutes of the Ordinary Parish Council meeting held on 21/10/2024 were approved as an accurate record of the meeting and signed by the Chairman. The minutes to be sent as a PDF.

24/343 Meetings / Training Attended – None.

24/344 Governance arrangements

a) Review of council policy:

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

i) Balances and Reserves

RESOLVED: The Balances and Reserves Policy was approved. When setting the 2025/26 budget consider increasing the £30k set aside for the community car park resurfacing.

24/345 Consultations-

Invitation to comment as a registered statutory consultee for Wythall's draft Neighbourhood Plan under The Neighbourhood Planning (General) Regulations 2012. The consultation period runs until 20th December 2024.

RESOLVED: No comment to be submitted.

Worcestershire County Council Enforcement Plan review 2024

The Enforcement Plan sets out how the council will operate its planning enforcement

RESOLVED: No comment to be submitted.

function. The reviewed Enforcement Plan can be found as follows: <https://worcestershire.gov.uk/EnforcementPlanConsultation>
The consultation runs until **Tuesday 3rd December 2024**.

Public Engagement Exercise: Worcestershire County Council Draft Streetscape Design Guide

This is an important document which provides local details on highway design and wider transport issues. The public consultation will run from Monday 4th November 2024 to Monday 27 January 2025.

RESOLVED: Cllr Whitehand will look at the consultation in detail.

Proposed introduction of parking charges across selected BCC parks –

Lickey Hills Country Park

The informal consultation on parking charges will begin on 15th November 2024. The consultation will run for 3 weeks, until 6th December.

Cllr Bakul Kumar had sent Cllr Cholmondeley information regarding the consultation. Cllrs felt the charges were discriminatory against families, will affect health and well-being and impact roads with the overspill of parking.

RESOLVED: Individuals to respond to the consultation as there are limited characters and the more responses the better.

24/346 Chairman's Report – In future the consultations will appear on the agenda with less detail. Regener8healthcare on Hewell Road asked whether they could hang a banner on the Millennium Park gates to advertise their business.

RESOLVED: Cllrs agreed that only the parish council / St Andrews School can advertise on the gates. There is to be no commercial advertising. The EO to inform Regener8healthcare.

24/347 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	A further Network Rail drop-in session is to be held on Monday 16 th December between 7-9pm at Barnt Green Baptist Church, Bittell Road, B45 8LU. 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.
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	<p>The banner advertising the event has been ordered. The install work is due to start in January. The EO has asked NR to bring details/plans on boards to be displayed at the meeting. Cllr Cholmondeley stated that the work will go on for months at night and weekends and is expected to finish in August 2025. It will be the 10th anniversary of the removal of the original bridge.</p> <div data-bbox="738 376 1394 483" style="border: 1px solid black; padding: 5px;"> <p>RESOLVED: Cllrs suggested that there could be a bridge naming competition!</p> </div>
<p>b) Sale of 80 Hewell Road / Redecoration of office</p>	<p>No update has been received from the agent regarding the sale of the property. 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. To be discussed.</p> <p>No update had been received about the sale of the office. The heating has remained on as recommended by the agent at a minimum of 18 degrees for 24 hours a day, 7 days a week. The damp mark on the wall remains. The heating control panel display only works intermittently and fades away so it cannot be read. New batteries have been installed with no effect.</p> <div data-bbox="734 1207 1423 1395" style="border: 1px solid black; padding: 5px;"> <p>RESOLVED: Cllrs agreed to discuss the damp again at the January parish council meeting. The EO to contact the electrical contractor and ask him to replace the control unit if required.</p> </div>
<p>c) .gov.uk email</p>	<p>All Cllrs to confirm that they have moved over to .gov.uk emails.</p> <div data-bbox="734 1541 1401 1684" style="border: 1px solid black; padding: 5px;"> <p>RESOLVED: Cllr Pardo Roques will move over to the .gov.uk email and contact Parish Websites for help if necessary.</p> </div>
<p>d) Outdoor Parish Caretaker (OPC)</p>	<p>The OPC to replace 3 bench seats in Bittell Road playing fields. The rope bridge delivered for Millennium Park is incorrect. The EO is trying to organise the replacement from Wicksteed.</p> <div data-bbox="719 1901 1410 2078" style="border: 1px solid black; padding: 5px;"> <p>RESOLVED: The OPC is working on the replacement benches. The EO is awaiting the return of the incorrect bridge from the OPC. This will then be sent back to Wicksteed.</p> </div>

e) Streetlights	<p>1 light outside 41 Sandhills Road requires upgrading at a cost of £385.</p> <div data-bbox="719 165 1398 394" style="border: 1px solid black; padding: 5px;"> <p>RESOLVED: The EO to request the upgrade. Cllrs agreed that required light upgrades are not added to the agenda unless there was a number of them costing a significant amount. The upgrades need to go ahead as and when they occur.</p> </div>
f) Bollards	<p>A bollard on Hewell Road was knocked over by Poweready. The EO to organise Glasdon to quote for missing bollards along Hewell Road.</p> <div data-bbox="727 577 1417 730" style="border: 1px solid black; padding: 5px;"> <p>RESOLVED: The EO to organise the quote and ask Power Ready to cover the cost of the one they knocked over.</p> </div>
g) Deed of Easement	<p>The solicitors Terms of Business for the Deed of Easement to grant Severn Trent access to an underground pipe in an emergency has been signed and submitted by Cllr Cholmondeley.</p> <div data-bbox="730 954 1414 1057" style="border: 1px solid black; padding: 5px;"> <p>RESOLVED: The report to be noted. Cllr Cholmondeley to be reimbursed postage costs.</p> </div>
h) LGA agreement on rates of pay for 2024/25.	<p>The EO to add the increase backdated to April 24 to Decembers salary.</p> <div data-bbox="721 1211 1417 1274" style="border: 1px solid black; padding: 5px;"> <p>RESOLVED: The report to be noted.</p> </div>

24/348 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 £104.45 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 October 2024.

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

RESOLVED: Apologies had been received from Cllr Williams. Access to be confirmed at the January meeting.

- (v) A Finance Meeting on Monday 25th November to carry out the quarterly accounts checks and budget monitoring is to be held. To review the Balances and Reserves Policy (see item 24/344).

RESOLVED: Notes from the finance meeting had been circulated prior to the parish council meeting. Cllrs agreed to make a virement of £500 from cost centre 40 Fixed Assets to cost centre code 23 Park Maintenance which is showing an overspend due to the Millennium Park bridge replacement.

24/349

Environment & Community Wellbeing

- a) Bittell Road Playing Field children's play equipment. The install had been postponed a week due to the wet ground. The equipment had been delivered. Cllr Cholmondeley had kindly offered his garage for storage for a couple of days whilst they carry out the work. As the equipment needed to be stored for an indefinite period due to the very wet ground conditions Sovereign organised Heras fencing and left the equipment in the car park. Initially Sovereign wanted to charge for the fencing but due to their lack of communication regarding the details of delivery/install they agreed to waive the charge.

RESOLVED: EO to send a video of ground conditions on Saturday prior to Mondays install.

- b) Hire of Bittell Road playing field. Cllr Cholmondeley had been contacted by Andy Helliwell about hiring the field for 9-year-old a 7 a side football matches on Saturday mornings. Total Football hire the field in the mornings and advised that the field had been unusable for 3 months as it was too wet.

RESOLVED: Cllrs agreed that further use could damage the field due to the wet ground and there would be an increase in the number of cars trying to drop off and pick up children. Cllr Cholmondeley will let Total Football know that further hiring will not go ahead. Andy Helliwell had not responded to Cllr Cholmondeley's initial email.

- c) Hedge work at Barnt Green Baptist Church affecting entrance to Bittell Road playing fields and the car park.

RESOLVED: The hedge had been cut back and the parish council are to pay 50 % of the invoice as agreed. The church paid the other 50%.

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

RESOLVED: Cllr Cholmondeley advised that the screens were not working on platform 2/3 and he had reported it twice. Once the station lift work starts the screens to be chased again.

- e) Pollinator Site update.

RESOLVED: The volunteers advised they had been strimming the edges and leaf collecting. They have bought their own mini leaf blower.

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

RESOLVED: The report to be noted.

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

RESOLVED: Cllr Roberts advised that Wade Muggleton, WCC, will help with the planting, a date is to be confirmed. Volunteers will also be required in December/January to help. Advice about apple trees could be sought from Greg Hunt, Fruitfields.

- 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 planting will take place next week. Cllrs Cholmondeley, Hotham, Whitehand to meet on Tuesday at 2pm in Millennium Park with trowels, tap key, watering can etc. Barn Close Nurseries had sent an image of how best to position the plants. The tiered planters are to be emptied of the dead flowers by Cllr Roberts and Pardo Roques. Cllr Perry is available on Friday if required.

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

RESOLVED: Cllrs Cholmondeley, Hotham and the EO to meet resident Danny Bromage in Millennium Park at 2.30pm to set up the gazebos etc.

- j) Christmas Best Dressed Shop Window Competition.

RESOLVED: The flyers have been distributed to the businesses. Cllr Pardo Roques and resident Kay Cholmondeley to judge the week commencing 16th December.

- k) Wassail Walk Friday 27th December 2024.

RESOLVED: The EO to order 1 x banner. The walks will be the same as last year with 2 start times. The walkers will meet at Fruitfields for the bonfire etc. Cllr Cholmondeley will help Greg Hunt erect the gazebo.

- l) Chairmans Christmas 'Thank you' Buffet.

RESOLVED: The buffet will be held at The Garrity, Hewell Road between 4-6pm on Monday 9th December. The Garrity will provide sandwiches for 20 and 20% off teas and coffees. The budget is the same as last year. Invites have been emailed.

24/350 Planning

- a) Bromsgrove District Plan Update – Information will be available in December. There are limited sites available in Barnt Green. Most people do not want more housing near them. There is a need for housing and numbers will be imposed

on district councils as there is a housing shortage. Railway services have been cut by 33% since Covid and services will not come back fully until late 2020's/2030's. There will be more traffic. It is paramount to preserve the green belt between Barnt Green and Birmingham and between parishes. It may be better to accept that new housing will be built and suggest to Bromsgrove District Council what would be acceptable but then they may force more than what is suggested. Cllr Cholmondeley is meeting Bakul Kumar from Lickey and Blackwell Parish Council on 5th December to discuss housing.

b) Responses to consultations received including:

BDC ref	Site Address	Proposal
4/00990/FUL	27 Sandhills Lane, Barnt Green, Worcestershire, B45 8NU,	Demolition of existing side garage and erection of double storey side extension. Demolition of rear conservatory and bay window and erection of single storey rear extension. Single storey front extension.
BGPC Recommendation: Recommend approval.		
BDC	Site Address	Proposal
24/01055/FUL	5 Hewell Road, Barnt Green, Worcestershire, B45 8NG	Installation of an Air Source Heat Pump
BGPC Recommendation: Deadline expired.		
BDC	Site Address	Proposal
24/01091/ADV	42 Hewell Road, Barnt Green, Worcestershire, B45 8NF	Application to Display Adverts Retrospective application for illuminated advert inside building
BGPC Recommendation: No comment submitted.		
BDC	Site Address	Proposal
24/01130/FUL	11 Bittell Road, Barnt Green, Worcestershire, B45 8LP	First floor extension over the existing single storey rear extension with a rear canopy roof and the removal of a chimney
BGPC Recommendation: Recommend approval.		

24/351 Date and Venue of Next Meetings

Next Parish Council Meeting, Monday 20th January 2025 7pm at 80 Hewell Road.

The meeting ended at 20:50hrs

Signed:..... Date.....
Chairman, Barnt Green Parish Council 20/01/2025

Agenda Item 24/348 (i) To approve the current financial position and bills paid.

October Income Report

18	31.10.2024	£222.00	£0.00	£222.00	Lengthsman refund	Worcestershire County Council
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October Payments Report

140	31.10.2024	£49.46	£2.47	£51.93	Office Energy	Positive Energy
139	31.10.2024	£32.47	£6.49	£38.96	Office landline, broadband & cal	BT

November Income Report

19	30.11.2024	£272.88	£0.00	£272.88	Lengthsman refund	Worcestershire County Council
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November Payments Report

161	30.11.2024	£32.47	£6.49	£38.96	Office landline, broadband & calls	BT
160	30.11.2024	£143.13	£7.16	£150.29	Office Energy	Positive Energy
159	30.11.2024	£11.32	£0.57	£11.89	Office Energy	Positive Energy
158	30.11.2024	£37.60	£1.88	£39.48	Office Energy	Positive Energy
157	30.11.2024	£6.00	£0.00	£6.00	Bank Service Charge	Unity Bank
156	30.11.2024	£148.95	£29.79	£178.74	Dog bags	JRB Enterprise Ltd
155	30.11.2024	£230.00	£0.00	£230.00	Hedge work at Barnt Green Baptist Church / entrance to Bittell Rd playing	Barnt Green Baptist Church
154	30.11.2024	£104.45	£0.00	£104.45	Petty cash top up	Eleanor Choudry (Eleanor Choudry)
153	30.11.2024	£3.00	£0.00	£3.00	Reimbursement to EO for postal order to DVLA re abandoned car	Eleanor Choudry (Eleanor Choudry)
152	30.11.2024	£2.60	£0.00	£2.60	Reimbursement of postage to R Cholmondeley re signed Terms of Busine	Robert Cholmondeley
151	30.11.2024	£160.00	£0.00	£160.00	Printing of the Bulletin newsletter	Heron Press
150	30.11.2024	£281.00	£0.00	£281.00	Printing of the Bulletin newsletter	Heron Press
149	30.11.2024	£160.15	£8.01	£168.16	Street Light Energy	YU Energy
148	30.11.2024	£24.97	£1.25	£26.22	Street Light Energy	YU Energy
147	30.11.2024	£612.00	£0.00	£612.00	Outdoor Parish Caretaker	Andlin Cleaning
146	30.11.2024	£249.75	£0.00	£249.75	Lengthsman Work	Bromsgrove District Council
145	30.11.2024	£228.41	£45.68	£274.09	Grounds maintenance at playing field	Neil Hosking (Hosking Ground Maintenance)
144	30.11.2024				Employers NI	HMRC
143	05.12.2024				Pension contributions	Pension contributions
142	30.11.2024				PAYE	HMRC
141	30.11.2024				Salary	Salaries

Agenda Item 24/348 (i) To approve the October Bank Reconciliation 2024

Barnet Green Parish Council

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

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

Bank Reconciliation at 31/10/2024			
	Cash in Hand 01/04/2024		143,458.55
	ADD Receipts 01/04/2024 - 31/10/2024		57,954.71
			201,413.26
	SUBTRACT Payments 01/04/2024 - 31/10/2024		59,860.02
A	Cash in Hand 31/10/2024 (per Cash Book)		141,553.24
	Cash in hand per Bank Statements		
	Petty Cash 31/10/2024	0.00	
	Unity Bank Current Account 31/10/2024	4,546.47	
	Unity Bank Deposit Account 31/10/2024	45,308.85	
	Cambridge Building Society 31/10/2024	93,501.35	
			143,356.67
	Less unrepresented payments		1,803.43
			141,553.24
	Plus unrepresented receipts		
B	Adjusted Bank Balance		141,553.24
	A = B Checks out OK		

Agenda Item 24/348 (ii) To be advised of any expenditure decisions taken by Executive Officer

Monzo Reconciliation up to 21st November 2024					
Voucher	Date	Description	Supplier	Expenditure	Deposit
		Opening Balance			500.00
24	17.10.24	1st class stamp for form to DVLA re abandoned car	Post Office	1.65	
25	16.10.24	Winter bedding plants and 1 x bag of compost for planters on Hewell Road/M Park	Barn Close Nurseries	76.32	
26	21.11.24	Sweet tub for Santa, stick up light for Portaloo, AAA batteries	Amazon	26.48	
					104.45
			Balance		395.55
			Topup Request		104.45