

BARNT GREEN PARISH COUNCIL

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Minutes of the **Ordinary Parish Council** meeting held on
Monday 15th September 2025 at 7.00pm at 80 Hewell Road, Barnt Green, B45 8NF

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

In attendance: Executive Officer, Eleanor Choudry

WCC Cllr Alan Bailes (left at 7.35pm)

Richard Peach, The Village Magazine

25/457 Apologies Cllr Sally Tucker.

25/458 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.

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.

25/459 To consider any dispensations
No dispensation requests had been received

25/460 Parish Councillor Co-Option
Olivia Pardo Roques had applied to be co-opted to fill the councillor vacancy. The application form was circulated to all Cllrs prior to the meeting.

RESOLVED: Cllrs unanimously agreed to co-opt Olivia Pardo-Roques to the council. Olivia mentioned that St Andrews School had asked her to become a Diocese Governor rather than a Parish Council Governor at the school. Cllr Cholmondeley confirmed that he would ask another Cllr to take the PC Governor role.

25/461 Open Session – Participation to hear from:

- a) Members of the public. None present.
- b) Supporting organisations, e.g. Safer Neighbourhood Team (SNT), Footpath Warden. None present.
- c) Worcestershire County Councillor – Alan Bailes (Alvechurch division)
It has been a quiet month with a formal meeting last week. WCC still wants one unitary authority as part of the Local Government Reorganisation which is at odds with the other 5 Worcestershire districts that want two unitary authorities. A motion was called last week for the council to withdraw its support for one unitary authority but was defeated. The Leader of the council voted for one unitary authority at WCC but when voting at BDC voted for two unitary authorities. A motion was put forward that WCC agrees that based on science, manmade climate change exists, the motion was passed. There has been a pause in all speed management proposals whilst the

Portfolio Holder carries out a review. WCC's response regarding the flags is below, agenda item 25/470 d). Cllr Bailes will contact WCC regarding the Barnt Green Xmas lights installation and the need to remove the flags, it is felt that as Highways is ultimately responsible, they should take them down.

- d) Bromsgrove District Councillor - Charles Hotham (Barnt Green & Hopwood). An extraordinary meeting was called regarding the Local Government Reorganisation. As well as considering a north south unitary authority or one single authority there is a further split. The first option is a north and south authority with complete services in both the north and south, this would provide the highest level of service but there would not be any savings. The second option would be to have a north and south authority with the services shared between the two authorities. This would have significant savings and provide a good service. One Worcestershire authority would have the biggest cost savings but provide the worst service. A meeting to decide will be held on the 11th November. The decision will be sent to Central Government by 28th November and in March 2026 the District will be told by Central Government the conclusion. The Local Government Reorganisation will start 1st April 2028. Elections for BDC and parish Cllrs is on 27th May. The new and existing Cllrs will be in tandem for one authority year, but no final decision has been made yet. The revamp of market hall and the old fire station was discussed at an urgent meeting due to a miscalculation of the cost to manage the 50-metre culvert. £200k had been budgeted but this was reported to have risen to a cost of £1.6 million, a £1.2million overspend. The information delivered at the meeting was 'scant' and the decision was presented as a 'fait accompli'. The Overview and Scrutiny Board are concerned about the Commonplace platform that is being used to collect comments regarding the BDC Local Plan Draft Development Strategy. The platform is 'clunky and difficult to use'. The Overview and Scrutiny Board members have asked that the consultation period be extended and will report as to the suitability of the software. The consultation will be extended to the 20th October. The Overview and Scrutiny Board will produce a report and hold an extraordinary meeting. There has been discussion that the user-unfriendly Commonplace is biased towards developers. There have been 20,000 visits to the site but a low percentage of responses submitted. One parish council produced a video on how to use the platform. There will be a 4-week delay throughout the process due to the extended consultation deadline.

25/462 To adopt previous minutes

To approve adoption of the minutes of the Ordinary Parish council meeting held on 21st July 2025, previously circulated but also attached.

RESOLVED: That the minutes of the Ordinary Parish Council meeting held on 21/07/2025 were approved as an accurate record of the meeting and signed by the Chairman.

25/463 Meetings / Training Attended – None.

24/464 Annual Business –

i. Governance arrangements:

a) Review of council policy:

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

i) Complaints Procedure

RESOLVED: The Complaints Procedure was unanimously approved.

DRAFT WORCESTERSHIRE LOCAL NATURE RECOVERY STRATEGY PUBLIC CONSULTATION

Worcestershire County Council has been appointed as the Responsible Authority for preparation of a Worcestershire Local Nature Recovery Strategy (LNRS) under The Environment Act 2021. The LNRS will be a locally led plan for improving and enhancing nature and delivering wider environmental benefits across the county.

A consultation draft of the Worcestershire Local Nature Recovery Strategy is now available. The consultation documents, a link to the Draft Local Habitat Map, and details on how to participate in the consultation can be found on the Council's website at www.worcestershire.gov.uk/lnrs.

The consultation period will commence on Monday 4th August and end on Friday 26th September 2025. The Council welcomes any comments you may wish to make, and these should be received by 5pm on 26th September 2025.

RESOLVED: Cllr Roberts will respond to the consultation as necessary.

Worcestershire Rights of Way Improvement Plan (RoWIP)

Worcestershire County Council's Rights of Way Improvement Plan (ROWIP) is an important strategic policy document, which the council is required by law to have in place. It sets out how Worcestershire County Council can make sure the public rights of way network meets the needs of the public, now and in the future. More information on ROWIPs can be found at <https://www.gov.uk/guidance/local-authority-rights-of-way-improvement-plans>

The process of reviewing the ROWIP, and the engagement being carried out before a new ROWIP is drafted, will help us to better understand the needs of Worcestershire's residents. The ROWIP aims to address the priorities of the area in terms of health and wellbeing, supporting people living with disabilities and mental health issues, regeneration, growth, transport, climate change, tourism and other priorities. To help us, we'd like your views. The feedback will help to develop the priorities and actions of the new Rights of Way Improvement Plan, which will be produced in 2026.

Please let us have your views by completing our survey: worcestershire.gov.uk/RoWIPengage
The closing date for comments is 26 October 2025.

The survey was completed jointly by WCC Footpath Warden Simon Richards and Chairman Robert Cholmondeley.

Worcestershire CALC Survey Local Government Reorganisation (LGR) and 'Locality Groups'. The survey closed on 27/8/25.

This survey explores views on the proposed changes, aspirations for your community, and how councils like yours can play a stronger role in service delivery, health and wellbeing, and community development.

This survey was completed by Chairman Robert Cholmondeley.

Worcestershire CALC Flooding Survey. The survey closed 29/8/25.

NALC has partnered with Action with Communities in Rural England (ACRE) to launch a new survey designed to help parish and town councils enhance their flood resilience. The short survey will capture what information and support parish, and town councils need to better plan for flooding. The results will directly shape the development of practical resources tailored to local needs, ensuring that any future resources are genuinely helpful and relevant.

This survey was completed by Chairman Robert Cholmondeley.

Advance notice of further consultation on proposed parking charges at Lickey Hills Country Park. The survey closed 29/8/25.

A further consultation on the proposed introduction of parking charges at Lickey Hills Country Park will run from 1st August to 29th August 2025.

Please have your say by completing a survey on Birmingham City Council's consultation website BeHeard - <https://www.birminghambeheard.org.uk/bcc/proposed-car-parking-charges-lickey-hills>.
This survey was completed by Chairman Robert Cholmondeley.

25/467 Bromsgrove District Council Strategic Plan – BGPC response. Cllr Cholmondeley thanked everyone for completing the online survey and thanks to Cllr Williams for analysing residents’ written responses and Cllr Hotham for providing information about alternative sites. Cllr Cholmondeley, Hotham and Whitehand attended BDC’s drop-in session at the Scout Hut.

RESOLVED: Mike Dunphy, BDC Strategic Planning and Conservation Manager, to be sent BGPC’s resident’s online survey questions. Cllr Hotham to provide census data, methods of transport etc to be added to the BGPC’s response. Alvechurch PC are to engage a Planning Consultant to help with their response to the Draft Strategy. Cllrs discussed the opportunity to join Alvechurch PC with assistance from the consultant, but Cllrs agreed not to pursue this at this stage. Cllr Cholmondeley informed the Chair of Alvechurch PC. A copy of the current Draft BGPC response to be sent to Richard Peach, the Village magazine. The consultation deadline has been extended to the 20th October.

25/468 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>On-site works are progressing well, with all 3 lift shafts now in their position next to the bridge. The base construction is now underway, along with the installation of the lifts within the shafts also.</p> <p>Discussion took place regarding a competition for residents to suggest names for the lifts and adding an article to the Village magazine, thanking all those who have been involved.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>RESOLVED: The EO to contact the Network Rail Sponsor requesting permission to run a lift naming competition. If agreed the PC will pay for a name plaque to be added to each lift. Cllr Cholmondeley to draft a Village magazine article for Cllr approval.</p> </div>
b) Removal of weeds along Hewell Road, not including shop fronts	<p>The EO delivered letters and spoke to shop owners to ask if they could clear weeds from the shop frontages.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>RESOLVED: To be noted.</p> </div>
c) LGA agreement on rates of pay for 2025/26	<p>The EO added the increase backdated to April 25 to August’s salary.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>RESOLVED: To be noted.</p> </div>
e) DKE Internal Auditor	<p>The EO has completed the letter of appointment for the internal audit for 2025.26.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>RESOLVED: To be noted.</p> </div>

f) Street Lighting Contract	<p>The streetlight contract expires in February. Please see attached quotes for renewal.</p> <div data-bbox="730 152 1423 250" style="border: 1px solid black; padding: 5px;"> <p>RESOLVED: Only one quote had been received. To be added to the October agenda.</p> </div>
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25/469 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 the Executive Officer. The EO has received the Unity Multipay Card so will no longer use the Monzo card. No expenditure to date.
- (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 July and August 2025.

- (iv) The External Audit Report for 2024/25 has been received confirming relevant legislation and regulatory requirements have been met. The Notice of Conclusion of Audit has been added to the parish council website along with the External Audit Report and Certificate.

RESOLVED: To be noted.

25/470 Environment & Community Wellbeing

- a) Dates for the installation of the replacement streetlamp columns to be confirmed.

RESOLVED: The EO to chase for an install date.

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

RESOLVED: No update. Leave item on the agenda.

- c) Pollinator Site update.

RESOLVED: The EO to send a thank you letter to the Volunteer Group.

- d) Planters and tiered planters. Following discussion Cllrs voted on whether to continue with the two tiered planters that had performed poorly again this summer.

RESOLVED: Cllrs agreed that the tiered planters should be replaced with two circular planters. Potentially two further square planters to be added outside the shops. The EO, Cllr Williams and Cllr Pardo-Roques to check the location. Acorn Plus to plant the containers. EO to get quotes for new planters and exact shape/size to be agreed at the October meeting. Cllrs will carry out the winter planting once the summer planting is finished. Hanging baskets to be supplied from Where Next to businesses that have kept their basket watered during this year.

e) Biodiversity.

RESOLVED: There is fruit on the trees in Bittell Rd playing fields. Cllr Roberts advised that Wade Muggleton, WCC Countryside Officer, explained that as the trees were doing well at this stage they should continue growing well.

f) West Mercia Police Quarterly Parish Priorities.

RESOLVED: The EO to respond:

1. Greater visible police presence required.
2. Speeding along Bittell Road, Fiery Hill Road and Blackwell Road.
3. Shoplifting from Tesco.

g) England Flags and Union Jacks in Barnt Green.

RESOLVED: Residents complaints regarding the flags were logged with WCC. Their response is :

"Thank you for your recent correspondence regarding the display of St George's Cross flags across the county.

We understand and appreciate the different public feelings surrounding this matter. For residents who wish to express their pride by flying the national flag, we fully support appropriate displays on private properties, in gardens, on vehicles, in windows, or on community buildings (provided there is agreement from the wider community / planning approvals as needed). We do however have concerns about the safety of flags being attached to public infrastructure such as lampposts, particularly where individuals are climbing or using unsafe methods to install them. While we are not planning to remove all flags at present, we are prioritising the removal of any that obstruct visibility at road junctions or are placed over bridges where they could fall and pose a safety risk.

The unauthorised painting of road markings could present a safety risk, both to those carrying out the act and to other users of the public highway.

We will continue to assess reported locations and take appropriate action as necessary.

We are aware that in locations where flags have been removed, they are often quickly replaced. The same applies to unauthorised road markings. We are mindful of the potential for unsafe behaviour and the significant cost to the taxpayer. As such, we have adopted a sensible and considered approach.

Thank you again for raising your concerns. If you have any further questions or would like to report a specific issue, please do not hesitate to contact us on [Report other road and footway issues | Worcestershire County Council](#)"

Rachael Benson Head of Highways & Transport Liaison

Barnt Green Parish Council has not consented to any of the flags. They will need to be removed for the Xmas lights.

- h) Barnt Green flag flying in Millennium Park update.

RESOLVED: A resident had asked for the flag to be flown for the Battle of Britain. The flags are flown for designated days. If England win the women's Rugby World Cup the flag will be flown. The Pride Flag is to be sourced and flown for Pride weekend.

- i) Barnt Green Community Events.

RESOLVED: Cllr Hotham is applying for funding for the Xmas lights switch on event. Father Xmas has been booked along with Arrow Vally Brass Band and the school choir. Resident Danny Bromage is to confirm plans. A quote is being sought for the Xmas tree lights in Millennium Park that have been damaged by tree growth. Cllr Cholmondeley to check whether the Wassail Walk will go ahead. A summer 2026 event will be discussed at the October meeting.

25/471 Planning

- a) Responses to consultations. None received.

25/472 Date and Venue of Next Meetings

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

The meeting ended at 21:05 hrs

Signed:..... Date.....
Chairman, Barnt Green Parish Council 20/10/2025

Agenda Item 25/469 (i) To approve the current financial position and bills paid.

August Payments Report

100	31.08.2025	£72.53	£0.00	£72.53	Petty cash top up	Petty cash top up
99	31.08.2025	£180.00	£36.00	£216.00	Annual Website Hosting	BWP Creative - Parish Council Websites
98	31.08.2025				Salaries	Salaries
97	31.08.2025				PAYE	HMRC
96	31.08.2025				Employers NI	HMRC
95	31.08.2025				Pension contributions	Pension contributions
94	31.08.2025	£9.71	£0.49	£10.20	Office Energy	Positive Energy
93	31.08.2025	£58.99	£2.95	£61.94	Office Energy	Positive Energy
92	31.08.2025	£50.00	£0.00	£50.00	Hire of the Parish Centre for public meeting	The Parish Centre
91	31.08.2025	£6.00	£0.00	£6.00	Bank Service Charge	Unity Bank
90	31.08.2025	£235.00	£0.00	£235.00	Grounds maintenance at Millennium Park	John S Bishop
89	31.08.2025	£420.00	£84.00	£504.00	External Audit 24.25	PKF Littlejohn LLP
88	31.08.2025	£139.48	£6.97	£146.45	Street Light Energy	YU Energy
87	31.08.2025	£25.22	£1.26	£26.48	Street Light Energy	YU Energy
86	31.08.2025	£295.08	£59.02	£354.10	Grounds maintenance at playing field	Hosking Ground Maintenance
85	31.08.2025	£612.00	£0.00	£612.00	Outdoor Parish Caretaker	Andlin Cleaning
84	31.08.2025	£39.95	£7.99	£47.94	Office landline, broadband & calls	BT
83	31.08.2025	£175.00	£0.00	£175.00	Christmas Brass Band	Arrow Valley Brass
82	31.08.2025	£405.00	£0.00	£405.00	Printing of the Bulletin newsletter	Heron Press

September Payments Report

117	30.09.2025	£54.16	£2.71	£56.87	Office Energy	Positive Energy
116	30.09.2025	£48.22	£2.41	£50.63	Office Energy	Positive Energy
115	30.09.2025	£40.00	£0.00	£40.00	Cutting Verges - Hewell Road	John S Bishop
114	30.09.2025	£1,625.00	£0.00	£1,625.00	Office Rent	John Truslove
113	30.09.2025	£295.08	£59.02	£354.10	Grounds maintenance at playing field	Hosking Ground Maintenance
112	30.09.2025	£124.66	£6.23	£130.89	Street Light Energy	YU Energy
111	30.09.2025	£612.00	£0.00	£612.00	Outdoor Parish Caretaker	Andlin Cleaning
110	30.09.2025	£249.60	£0.00	£249.60	Lengthsman Work	Bromsgrove District Council
109	30.09.2025	£6.00	£0.00	£6.00	Bank Service Charge	Unity Bank
108	30.09.2025				PAYE	HMRC
107	30.09.2025				Salaries	Salaries
106	30.09.2025				Pension contributions	Pension contributions
105	30.09.2025				Employers NI	HMRC
104	30.09.2025	£288.00	£0.00	£288.00	Lengthsman Work	Bromsgrove District Council
103	30.09.2025	£39.95	£7.99	£47.94	Office landline, broadband & calls	BT
102	30.09.2025	£148.95	£29.79	£178.74	Dog bags	JRB Enterprise Ltd
101	30.09.2025	£54.75	£2.74	£57.49	Street Light Energy	YU Energy

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 31/07/2025		
	Cash in Hand 01/04/2025		102,274.94
	ADD Receipts 01/04/2025 - 31/07/2025		41,941.74
			144,216.68
	SUBTRACT Payments 01/04/2025 - 31/07/2025		32,515.40
		111,701.28	
B	Cash in hand per Bank Statements		
	Petty Cash 31/07/2025	0.00	
	Unity Bank Current Account 31/07/2025	1,968.17	
	Unity Bank Deposit Account 31/07/2025	13,557.13	
	Cambridge Building Society 31/07/2025	96,175.98	
			111,701.28
	Less unrepresented payments		111,701.28
Plus unrepresented receipts			
		111,701.28	
	A = B Checks out OK		

Agenda Item 25/469 (i) To approve the August Bank Reconciliation 2025

1 September 2025 (2025-2026)

Barnt 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 31/08/2025		
	Cash in Hand 01/04/2025		102,274.94
	ADD Receipts 01/04/2025 - 31/08/2025		41,941.74
			144,216.68
	SUBTRACT Payments 01/04/2025 - 31/08/2025		38,004.34
A	Cash in Hand 31/08/2025 (per Cash Book)		106,212.34
	Cash in hand per Bank Statements		
	Petty Cash 31/08/2025	0.00	
	Unity Bank Current Account 31/08/2025	1,479.23	
	Unity Bank Deposit Account 31/08/2025	8,557.13	
	Cambridge Building Society 31/08/2025	96,175.98	
			106,212.34
	Less unrepresented payments		
			106,212.34
	Plus unrepresented receipts		
B	Adjusted Bank Balance		106,212.34
	A = B Checks out OK		

