# BARNT GREEN PARISH COUNCIL

80 Hewell Road, Birmingham, B45 8NF

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**Minutes of the Annual Parish Council meeting held on**

**Monday 18th May 2026 at 7.00pm at 80 Hewell Road, Barnt Green, B45 8NF**

**Members present**: Cllrs R Cholmondeley, C Hotham (arrived 7.17pm), P Perry, S Whitehand, L Williams, S Tucker, M Roberts.

**In attendance**: Executive Officer, Eleanor Choudry

WCC Cllr Alan Bailes (left at 7.50pm)

0 member of the public

**26/562 Election of Chair**

Cllr Perry proposed that Cllr Cholmondeley be re-elected as Chairman. This was seconded by Cllr Tucker and agreed unanimously.

RESOLVED: That Cllr R Cholmondeley be elected to the position of Chairman.

**26/563 Election of Vice-Chair**

Cllr Whitehand proposed that Cllr Hotham be re-elected as Vice-Chairman. This was seconded by Cllr Williams and agreed unanimously

RESOLVED: That Cllr C Hotham be elected to the position of Vice-Chairman.

**26/564 Apologies** Cllr O Pardo-Roques

**26/565 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.

**26/566 To consider any dispensations**

No dispensation requests had been received.

**26/567 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) Cllr Bailes commented that, following last month's description of Worcestershire County Council meetings as being "like a Punch and Judy show", events since make the council appear "more like a circus". Reform UK councillors met and voted to remove their group leader, replacing her with Alan Amos, who has previously stood for election as a Labour, and a Conservative candidate.
Subsequently, the Conservative, Liberal Democrat, and Green groups formed an alliance to oppose Alan Amos. Green Party councillor, Matt Jenkins, was then elected Leader of the council. Further developments followed when the Leader of the Conservative Group was suspended by the Conservative Party as the Conservative Party does not enter into formal arrangements with either the Green Party or the Liberal Democrats. Following this, three Conservative councillors resigned from the group, while Bradley Thomas MP publicly stated that he supports Kemi Badenoch's position that Conservatives should not enter into agreements with other parties. Reform UK have also stated that they will not enter into any agreements with other groups. In addition, four former Reform UK candidates have now formed their own Independent Group. Further details are expected in due course. Concerns were also raised regarding the council's financial position as WCC is under significant financial pressure and may face intervention from central government if its situation deteriorates further, similar to the intervention seen at Birmingham City Council. WCC is required to identify approximately £13 million of savings next year, SEND and education services will be affected. Cllr Bailes requested that the installation of painted white "H" access markings outside properties on Hewell Lane be considered.
d) Bromsgrove District Councillor - Charles Hotham (Barnt Green & Hopwood). As from September housing developments of up to 9 dwellings will no longer go to the Planning Committee but decisions will be made by Case Officers. Any housing development of over 150 dwellings, if it is to be refused, will have to be referred to the Secretary of State. There is a shortage of Planning Officers, more Officers are moving into the private sector. Cllr Hotham had sent the results of the previous Local Plan consultation to councillors. The timetable for the Strategic Plan had been published and will be discussed at the BDC meeting on Wednesday, the agenda is 263 pages long! In June 2027 the Plan will include the sites but by then there will have been many speculative development applications.

**26/568 To adopt previous minutes**

a) To approve adoption of the minutes of the Ordinary parish council meeting held on 20th April 2026, previously circulated but also attached.

RESOLVED: That the minutes of the Ordinary Parish Council meeting held on 20/04/2026 were approved as an accurate record of the meeting and signed by the Chairman.

**26/569 Meetings / Training Attended** The EO attended the online NALC Planning Reform Unpacked session.

**26/570 Annual Business** –

**i. Appointment of committees: nomination thereto and dates of meeting**

a) Planning Committee

RESOLVED: That the committee would appoint members as follows: Cllrs Whitehand (Chairman), R Cholmondeley, M Roberts and P Perry.

b) Finance and General Purposes

RESOLVED: The Finance and GP group is based on a working party rather than a committee. That the working party would appoint members as follows: Cllrs R Cholmondeley (Chairman), C Hotham, L Williams and P Perry.

c) Environment.

RESOLVED: That the committee would appoint members as follows: Cllrs R Cholmondeley (Chairman), O Pardo Roques, M Roberts and S Whitehand.

d) Staffing.

RESOLVED: That the committee would appoint members as follows: Cllrs P Perry (Chairman), R Cholmondeley, O Pardo Roques.

**ii. Review of Scheme of Delegation to EO and Committees**

RESOLVED: That the schedule of delegation to committees and to the Executive Officer be adopted.

**iii. Agree representation arrangements:**

**a) Worcestershire CALC**
Cllrs R Cholmondeley and S Whitehand.

**b) Campaign to Protect Rural England (CPRE)**
Cllr S Whitehand.

**c) St Andrews C of E First School**
Cllr O Pardo Roques. Arrangements to be discussed in June.

**d) Pensions Regulator**
Cllr R Cholmondeley.

**iv. Governance arrangements:**

**a) Review of the Standing Orders**
The Standing Orders had been circulated prior to the meeting.

**b) Review of Financial Regulations**
The amended Financial Regulations had been circulated for review prior to the meeting.

**c) Review of Members' Code of Conduct**

**d) Review of Asset Register**
The Asset Register had been circulated for review prior to the meeting.

**e) Confirm insurance arrangements and adequacy of cover**
The council are currently in a Fixed Rate Agreement (FRA) until 31/05/2027 with Clear Insurance Management Ltd.

**f) Review annual subscriptions**

i) National Association of Local Councils / Worcs CALC
ii) Campaign to Protect Rural England
iii) GeoXhere – Parish Online
iv) Society of Local Council Clerks
v) Data Protection
vi) Clerks and Councils Direct Magazine
vii) Local Councils update

**g) Agree calendar for review of all council policies**
**h) Parish council meeting dates 2026/27**

RESOLVED:

a) That the Standing Orders be approved.
b) That the New Financial Regulations be approved.
c) That the LGA Members' Code of Conduct be approved and adopted.
d) That the Asset Register was reviewed and noted.
e) The insurance arrangements to be noted.
f) That the subscriptions 2/569 f (i) to (vii) be approved. As Data Protection is mandatory this is to be removed from the approval list for 2027.28
g) That the calendar for review of council policies be approved.
h) That the parish council meeting dates for 2026/27 are approved.

**26/571 Consultations-** None.

**26/572 Chairman's Report –** The EO and Cllr Tucker to meet to discuss creating a WhatsApp Cllrs group and a WhatsApp Group for residents to improve community engagement.

**26/573 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 Update from Network Rail | As the station lifts are complete this item to be removed from the agenda. |
| b) West Mercia Police Crime Statistics | The crime statistics reported are:<br>Shoplifting – 1<br>Drug offences – 1<br>Burglaries – 2<br>Theft – 1<br>For further statistics please use www.police.uk. Be aware that statistics may vary due to area borders.<br>RESOLVED: That the report be noted. |
| c) Office laptop | The laptop has been received.<br>RESOLVED: The EO purchased the laptop using the corporate card once the credit limit had been increased. |
| d) Parish Council Tree Survey | The survey has been completed, and the EO is awaiting the final report.<br>RESOLVED: A draft report was emailed to the EO. We are awaiting the final report. |

| | |
|---|---|
| e) Total Football Signage | Total Football has agreed to pay the £130 admin fee for a letter from Birmingham City Council giving permission for a banner to be displayed at the entrance to the playing fields advertising Total Football.<br><br>RESOLVED: The EO is awaiting the letter of consent. |
| f) Parish council office lighting | Our electrical contractor is awaiting the office asbestos report prior to commencing the fitting of the new office lights.<br><br>RESOLVED: The EO is awaiting a response from the landlord. |
| g) Hewell Lane Right of Way | Cllr Whitehand has received complaints regarding the right of way of vehicles over the bridge on Hewell Lane. To be discussed.<br><br>RESOLVED: The issue on Hewell Lane was discussed. Usually the Right of way would be travelling up hill but that is problematic in this case. Cllr Bailes will investigate. |

**26/574 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 page 7 of the agenda.

RESOLVED: To be approved.

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

RESOLVED: Cllr Cholmondeley and Cllr Perry authorised the April payments.

(iv) Finance Committee members to confirm preferred dates / times for quarterly meetings.

RESOLVED: Cllr Cholmondeley cannot attend on the 5/10/26, therefore, the October meeting will be on the 12/10/26. The EO will send out the amended meeting dates.

(v) To agree the current financial standing order and direct debit payments.

RESOLVED: That the current standing orders and direct debit payments be approved.

(vi) To approve the Year End financial position and note the Internal Audit.

RESOLVED: That the year-end financial position be approved and signed by the Chairman. That the Internal Audit Report be noted.

(vii) To approve Section 1 of the Annual Governance and Accountability Return, the Annual Governance Statement for financial year to 31/03/2026.

RESOLVED: That Section 1 be approved and signed by the Chairman having been signed by the Executive Officer in the role of Responsible Finance Officer.

(viii) To approve Section 2 of the Annual Governance and Accountability Return, the Annual Accounting Statements for financial year to 31/03/2026.

RESOLVED: That Section 2 be approved and signed by the Chairman having been signed by the Executive Officer in the role of Responsible Finance Officer.

**26/575 Committee, Working Party and Members' reports on meetings attended**

Annual Parish Meeting held 27/04/2026 minutes circulated in advance of the meeting and noted.

**26/576 Environment & Community Wellbeing**

a) Departure screens and PA on Platform 1 at Barnt Green train station.

RESOLVED: The screen on Platform 1 is not working; Cllr Cholmondeley will raise the issue at the Bromsgrove Rail User Group. It was noted that the station car park is little used and the charges have been increased.

b) The replaced streetlamp columns will be painted when the weather is warmer.

RESOLVED: The EO to ask for a date for the repainting.

c) Pollinator Site update.

RESOLVED: The volunteers have strimmed a path in front of the pear trees to prevent the flowers being trampled on. The posts are being repainted.

d) Hanging baskets, planters and tiered planters.

RESOLVED: The hanging baskets have been ordered. The tiered planters have been sold and are due to be collected.

e) Biodiversity. No update.

f) England Flags and Union Jacks in Barnt Green. Letter of complaint circulated to be discussed.

RESOLVED: Flags on the streetlamps were discussed. Cllr Cholmondeley and the EO are to meet with two residents regarding their complaint about the flags in Barnt Green.

g) Barnt Green flag flying in Millennium Park update.

RESOLVED: The EO to request a quote for cleaning/service of the flagpole.

h) Community Energy Initiatives Update. Discuss options regarding set up of CIC (Community Interest Company) or CBS (Community Benefit Society).

RESOLVED: A whole page will be dedicated in the Bulletin with the details about the community energy initiative to gather interest prior to applying for the feasibility study.

i) Barnt Green Community Events.

i) Fun Run.

RESOLVED: Cllr Hotham is to meet Kate Gallimore from Barnt Green Chuggers and resident Danny Bromage to discuss the potential Fun Run in September 2026. Danny Bromage had investigated the Cinema Nights in Millennium Park, but the costs were too high.

ii) Christmas Lights switch On Saturday 28th November 2026. No update.

**26/577 Planning**

a) Responses to consultations.

| BDC ref | Site Address | Proposal |
|---|---|---|
| **26/00427/FUL** | 5 Cherry Hill Avenue, Barnt Green, Worcestershire, B45 8LA, | First Floor Side Extension and Single Storey Rear Extension, Partial Conversion of Garage to form utility room and removal of one existing chimney |
| BGPC Recommendation: BGPC recommend approval. | | |

**26/578 Date and Venue of Next Meeting**

Next Parish Council Meeting, Monday 15th June 2026 7pm at 80 Hewell Road.

The meeting ended at 20:20 hrs

Signed:…… Date……...

Chairman, Barnt Green Parish Council 18/05/2026

Agenda Item 26/574 (i) To approve the current financial position and bills paid.

## April Payments Report

| | | | | | | |
|---|---|---|---|---|---|---|
| 21 | 30.04.2026 | £7.00 | £0.00 | £7.00 | Bank Service Charge | Unity Bank |
| 20 | 30.04.2026 | £205.51 | £10.28 | £215.79 | Street Light Energy | SSE |
| 19 | 30.04.2026 | £39.34 | £1.96 | £41.30 | Office Energy | Pozitive Energy |
| 18 | 30.04.2026 | £22.72 | £1.14 | £23.86 | Office Energy | Pozitive Energy |
| 17 | 30.04.2026 | £112.69 | £0.00 | £112.69 | Lloyds Multipay Card Charge | Microsoft |

## May Payments Report

| | | | | | | |
|---|---|---|---|---|---|---|
| 39 | 31.05.2026 | £35.00 | £7.00 | £42.00 | Training - Clerk | NALC |

| | | | | | | |
|---|---|---|---|---|---|---|
| 38 | 31.05.2026 | £19.19 | £0.96 | £20.15 | Office Energy | Pozitive Energy |
| 37 | 31.05.2026 | £37.65 | £1.88 | £39.53 | Office Energy | Pozitive Energy |
| 36 | 31.05.2026 | £240.00 | £48.00 | £288.00 | EICR | First Choice Electrical Solutions Ltd |
| 35 | 31.05.2026 | £195.00 | £0.00 | £195.00 | Grounds maintenance at Millennium Park | John S Bishop |
| 34 | 31.05.2026 | £105.00 | £0.00 | £105.00 | Intruder alarm service | CTB Alarms Limited |
| 33 | 31.05.2026 | | | | Employers NI | HMRC |
| 32 | 31.05.2026 | | | | PAYE | HMRC |
| 31 | 31.05.2026 | | | | Salaries | Salaries |
| 30 | 31.05.2026 | | | | Pension contributions | Pension contributions |
| 29 | 31.05.2026 | £1,195.66 | £0.00 | £1,195.66 | Annual insurance | Clear Councils |
| 28 | 31.05.2026 | £7.00 | £0.00 | £7.00 | Bank Service Charge | Unity Bank |
| 27 | 31.05.2026 | £2,064.00 | £412.80 | £2,476.80 | Dog & Litter Bin Emptying - Bittell Road Playing Field | Bromsgrove District Council |
| 26 | 31.05.2026 | £295.08 | £59.02 | £354.10 | Grounds maintenance at playing field | Hosking Ground Maintenance |
| 25 | 31.05.2026 | £682.00 | £0.00 | £682.00 | Outdoor Parish Caretaker | Andlin Cleaning |
| 24 | 31.05.2026 | £480.00 | £0.00 | £480.00 | Green Bank overgrown shrubs and trees near garages | Acer Trees |
| 23 | 31.05.2026 | £271.20 | £0.00 | £271.20 | Internal Audit | DKE Audit Services |
| 22 | 31.05.2026 | £1,172.76 | £207.43 | £1,380.19 | CALC Annual Subscription | Worcs Calc |

Agenda Item 26/574 (i) To approve the April Bank Reconciliation 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 30/04/2026** | | | |
| | Cash in Hand 01/04/2026 | | | 88,404.47 |
| | **ADD** | | | |
| | Receipts 01/04/2026 - 30/04/2026 | | | 42,125.00 |
| | | | | 130,529.47 |
| | **SUBTRACT** | | | |
| | Payments 01/04/2026 - 30/04/2026 | | | 6,487.59 |
| **A** | **Cash in Hand 30/04/2026** (per Cash Book) | | | **124,041.88** |
| | Cash in hand per Bank Statements | | | |
| | Petty Cash | 30/04/2026 | 0.00 | |
| | Unity Bank Current Account | 30/04/2026 | 1,009.20 | |
| | Unity Bank Deposit Account | 30/04/2026 | 41,576.85 | |
| | Cambridge Building Society | 30/04/2026 | 81,455.83 | |
| | | | | **124,041.88** |
| | Less unpresented payments | | | |
| | | | | 124,041.88 |
| | Plus unpresented receipts | | | |
| **B** | **Adjusted Bank Balance** | | | **124,041.88** |
| | **A = B Checks out OK** | | | |

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Agenda Item 26/574 (ii) To be advised of any expenditure decisions taken by Executive Officer

| | Lloyds Corporate Card Reconciliation up to 5th May 2026 | | | | |
|---|---|---|---|---|---|
| **6** | 14.04.26 | New office door lock | Lock Serv Ltd | 136.60 | |
| **6** | 14.04.26 | New office door lock | Lock Serv Ltd | 95.00 | |
| | 05.05.26 | Monthly Fee | Lloyds Unity Bank | 3.00 | |
| | | | | | |
| | | **Balance to be paid by D/D 16/4/26** | | | **234.60** |