

Barnt Green Parish Council

80 Hewell Road, Barnt Green, Birmingham, B45 8NF / tel: 0121 447 9893

Notice of Meeting

Members of Barnt Green Parish Council are hereby summoned to attend the parish council meeting to be held on **Wednesday 15th June 2016 at 7.00pm**

80 Hewell Road, Barnt Green, B45 8NF

Members of the public are welcome to attend and invited to participate during the adjournment of the meeting (agenda item 94 below) should they have any questions or comments to raise regarding matters on the agenda.

Agenda

The running order of the Agenda may be subject to change on direction of the Chairman and with the agreement of the parish councillors in attendance.

91 Apologies

To receive apologies and to approve the reason for absence.

92 Declarations of Interest

- a) Councillors are reminded of the need to keep their Register of Interests form up to date.
- b) To declare any Disclosable Pecuniary Interests (DPI) in agenda items and their nature.
- c) To declare any Other Disclosable Interests (ODI) in items on the agenda and their nature.
- d) Written requests for the council to grant a dispensation (Localism Act 2011, s33) are to be lodged with the clerk in advance of the start of the meeting.

Councillors who have declared a DPI, or an ODI which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant items unless granted a dispensation.

93 To consider any dispensations received in writing from parish council members.

94 Adjournment of meeting to hear from:

- a) **Members of the Public**
- b) **Worcestershire County Councillor** – Peter McDonald (Beacon division)
- c) **Bromsgrove District Councillor** - Charles Hotham (Barnt Green & Hopwood ward)

95 Adoption of previous minutes

To consider adoption of the minutes of the annual parish council meeting held 12/05/2016

96 Chairman's Report

To receive a report from the Chairman

pp 3-7

97 Executive Officer's Report

To be advised of any decisions taken under delegated powers since the last meeting and receive updates to ongoing matters; report attached.

98 Co-option to fill the current vacancies

There are 2 vacancies; co-option information available via website and Executive Officer.

99 Finance

- (i) To note the current financial position and bills for payment
- (ii) To receive the report from the Independent Internal Auditor for fye 31/03/2016

100 Committee and Working Party reports

- a) **Planning committee:** meeting 02/06/2016 (inquorate) notes from meeting appended
- b) **Neighbourhood Plan** – update
- c) **Recreation and Environment** - update
- d) **Finance and Staffing:** to consider whether Terms of Reference should include input to required policies on Press & Media, Freedom of Information, Community Engagement
- e) **SmartWater** – update from Cllr E Gumbley following article in The Bulletin.

Council Members: R Cholmondeley (Chairman), C Hotham (vice-Chairman), R Briggs, E Gumbley, J Jellie, S Whitehand + 2 vacancies

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101 Events

- a) To consider whether to continue to host Shindig events in 2017
- b) To receive report and update on Open Gardens on 2nd and 3rd July and confirm duty rota
- c) To decide whether to host a Community Walk in September
- d) To decide whether to support an annual Barnt Green fun run

102 Community

- a) To be updated on the request to use Parker's Piece as home ground for u-12's football team and respond with decision
- b) To consider residents' concerns about parking on road sides within the parish
- c) To pursue with Network Rail progress plans following closure of PRow rail crossing
- d) To consider pledge to support the Dementia Action Alliance
- e) To consider request from BARN to attend a future meeting
- f) To consider the suggestion to support a monthly Farmer's Market in Millennium Park

103 Councillors' reports and items for future agendas

Councillors may use this opportunity to:

- (i) report on meetings attended;
- (ii) agree the attendance of councillors at forthcoming meetings –
- (iii) report minor matters of information not included elsewhere on the agenda;
- (iv) raise items for future agendas

104 Confidential item

To agree to exclude members of the public from the meeting as per the Public Bodies (Admission to Meetings) Act 1960 to allow for the discussion of staff-related matters: - Approval of the recent NALC/SLCC pay-scale award, back-dated to 1st April 2016.

105 Date and Venue of Next Meeting

The next meeting of the parish council will be on Thursday 28th July at 80 Hewell Road



Gill Lungley MILCM, Executive Officer
Barnt Green Parish Council, 09/06/2016
exec@barntgreen.org.uk / tel: 0121 447 9893

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Supporting notes to agenda for meeting 15th June 2016 From Gill Lungley, Executive Officer, BGPC

Agenda items 91 - 93 are standard items.

Item 94: The adjournment provides an opportunity for members of the public to speak to the meeting which helps to foster good relations with residents who would otherwise be unable to voice any concerns at any other point in the meeting. It is expected that parish councillors will take this opportunity to listen to parishioners concerns at this time however this is not a time for discussion on the various issues raised. Council members may ask the member of the public for clarification of the issues raised but are not expected to enter into in-depth talks or make any decisions at this point in the meeting.

- a) **Members of the public**
- b) **County Councillor Peter McDonald** is invited to provide a report on his work at County Hall on behalf of Beacon division constituents.
- c) **District Councillor Charles Hotham** is invited to provide a report on his work at Parkside on behalf of Barnt Green and Hopwood ward constituents.

Item 95: Previous minutes (pages 3-7)

To approve the minutes of the annual parish council meeting held 12/05/2016. It would be helpful if you have a query about any aspect of the draft minutes to let the EO know in advance to help clarify the issue in the meeting.

Item 96: Chairman's report

Cllr R Cholmondeley will report.

Item 97 Executive Officer's report, as follows:

CALA/Foxhills development	Update on the agreement for the sale of freehold property known as Car Park at Fiery Hill Road is that the parish council's solicitor has been chasing the developer's solicitors to provide the engrossment documents for signature.
RoSPA inspection	PC has yet to address the gate stop into the play area at Millennium Park.
Hewell Road bollards	No progress to report.
Flagpole	EO has no progress to report.
Meeting with village retailers	No further progress to date.
Bulletin, issue 47	This has been distributed throughout the parish. Next issue is due to be ready for distribution end of August and a copy of the production schedule is attached (page 8)
Lengthsman scheme	Lengthsman, via BDC's Place Team, continues to provide a good service and provides reports on work done. Has been asked to remove the dead tree on the corner of Hewell Lane / Blackwell Road (on the Longlands bank) and will arrange for this to be removed (BDC's tree officer has no objection).
General correspondence received and circulated to members	<ul style="list-style-type: none">• Shindig calendar/acts for 2016/17• Launch of Worcs Wellbeing - HUB• Healthwatch• Elmley Grants• Dementia Friendly training• NALC's star council awards• Traffic Regulation Order, various roads in BG area• Auditor confirmation received annual return

Council Members: R Cholmondeley (Chairman), C Hotham (vice-Chairman), R Briggs, E Gumbley, J Jellie, S Whitehand + 2 vacancies

PEO (A)

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	<ul style="list-style-type: none"> • Hewell Lane temp closure, 28/06 • Planning Aid newsletter • New police and crime commissioner, John Campion • BDC press release re. joined authority proposals • NPMS - thanks to volunteers • Worcester CC celebrations, queen's birthday 11/06/2016 • WCC Walks/June Events at Worcester • Countryside services newsletter • Wellbeing in partnership • SNT crime stats for May • Police and Crime Commissioner survey, closes 17/06/2016 • Lickey Hills Society newsletter • Locality Convention (York)
Concerns raised by residents for report only (not otherwise included on this agenda, but could be put forward for future reference if requested)	<ol style="list-style-type: none"> 1. Two emails from resident in response to receipt of recent parish council newsletter, expounding personal views 2. Notification re residents concerned about the noise of partying after the school PTA's May Ball held at the BG Sports Club on 14/05/2016; it would appear to have been due to a ball after-party that continued in a nearby house after the main event. Similar concerns about planned Beer & Fizz Fest 10/11 June. 3. Letter from resident requesting a push-button crossing in Hewell Road (shopping centre) and suggesting PC meetings should end by 9pm. 4. Resident of Sandhills Lane called in to ask if anything could be done to reduce the amount of water splashed against side of house after rain; photos show the water puddles uphill of drain channel, hence belief problem is caused by road 'sinkage'. Referred resident to Peter McDonald and also reported online via WCC's 'report-it' function.
Concern raised by resident to be considered in future	Barnt Green resident visited the PC office to raise concerns about the lack of footpath lighting between GP's surgery at 82 Hewell Road and village centre. During winter evening he was unable to see the footpath.
Letters dealt with by EO	TV Licensing: "Your business address is unlicensed. Don't risk breaking the law."
Hanging baskets	40 have been supplied by Where Next Association. EO is to visit each shop to ensure each basket is being cared for. The cost of contracting out the work to water each time would be IRO £2.25 per basket and £4.50 for the planters.
Railway Station	A site meeting has been arranged with a representative of London Midland for 28/06/2016 to discuss station improvements
Laptop recycling	3 old office laptops disposed of via UK I.T. Recycling Ltd and Waste Transfer Note received.
Annual Return	The External Auditor has confirmed receipt of the Annual Return; the audit period runs from 3rd June to 15th July after which the Annual Return will be returned to the parish council with the external auditor's comments and report (if any). Independent Internal Audit report for consideration at agenda item 99(ii)
Emergency Planning	Meeting arranged for 12/10/2016 at Bromsgrove DC.

P. EO (B)

Council Members: R Cholmondeley (Chairman), C Hotham (vice-Chairman), R Briggs, E Gumbley, J Jellie, S Whitehand + 2 vacancies

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Agenda item 98: Co-option to fill two vacant seats

There has been no application to fill these vacancies despite recent article in the Bulletin.

Agenda item 99: Finance

- i) Current financial position – see spreadsheet, pp9-10
- ii) Receive report of the Independent Internal Auditor for the financial year ended 31st March 2016; pp11-12

100 Committee and Working Party reports

- f) **Planning committee:** meeting 02/06/2016 (inquorate) notes from meeting appended, to include ratification of the committee's proposed Terms of Reference, pp13-15
- g) **Neighbourhood Plan** – update
- h) **Recreation and Environment** - update
- i) **Finance and Staffing:** to consider whether Terms of Reference should include input to required policies eg Press & Media, Freedom of Information, Community Engagement
- j) **SmartWater** – update from Cllr E Gumbley following article in The Bulletin (page 16)

101 Events

- e) To consider whether to continue to host Shindig events in 2017, samples of what we could offer have been emailed to members and summarised, pages 17-19
- f) To receive report and update on Open Gardens on 2nd and 3rd July and confirm duty rota – the parish council is being asked to help out as car-parking marshals at the Vic and Social Club car parks, to issue maps and tickets between 1:30 – 4:30 on both days.
- g) To decide whether to host a Community Walk in September (as last year)
- h) To decide whether to support an annual Barnt Green fun run (Sport Relief is held every 2 years, but the Barnt Green Chuggers have suggested an annual event and wonder if BGPC would support this).

102 Community

- a) To be updated on the request to use Parker's Piece as home ground for u-12's football team and respond with decision; see page 20 which shows latest position at time of writing; any further development will be reported to the meeting.
- b) To consider residents' concerns about parking on road sides within the parish. With the increasing improvements to the local rail network Barnt Green railway station has increased in popularity, with many people from 'out-of-town' driving in to Barnt Green and parking their car here to catch the train. Some cars can be parked in the station car park (for which there is a daily charge) and other cars can be parked on the sides of the local roads, for which there is no charge. This causes a situation for residents that is different to how things used to be, it is a new way of life in the face of progress. Not many of us like change and find it difficult to adapt – hence the complaints relating to indiscriminate parking outside residents' houses which never used to have cars parked outside and the parking of which may actually also impede clear vision for the residents upon egress.

The issue will not go away; the parish council is pleased that the village has access to good transport links and that the railway station offers a good rail service, the spin-off being that it is being used by a much wider circle of people than are resident in the parish. The challenge for the parish council is therefore how to manage this situation for the benefit of residents: one solution that is in progress is the provision of a free car park at the bottom of Fiery Hill Road; another is to seek car parking provision for commuters at the social club with easier direct access onto platform 3 from Hewell Lane; and another is to enter into dialogue with London Midland (station contractors) for station and parking improvements.

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The installation of double-yellow lines (d-yl's) at specific points such as on the corners of driveway access can be helpful to affected residents, however the less discriminate proliferation of d-yl's serves only to cause the issue of 'problem-parking' to be moved elsewhere and cannot therefore be seen as the only answer to the problem.

- c) To pursue with Network Rail progress plans following closure of PRow rail crossing, see comments relating to this topic on pp21-22
- d) To consider pledge to support the Dementia Action Alliance, see pp23-28 provided via the Balanced Communities partnership, Bromsgrove DC/CALC
- e) To consider request from BARN to attend a future meeting (p29)
- f) To consider the suggestion to support a monthly Farmer's Market in Millennium Park. This item has been included at the request of Cllr E Gumbley.

103 Councillors' reports and items for future agendas

Councillors may use this opportunity to:

- (v) report on meetings attended;
- (vi) agree the attendance of councillors at forthcoming meetings – (see page 30)
- (vii) report minor matters of information not included elsewhere on the agenda;
- (viii) raise items for future agendas

104 Confidential item

To agree to exclude members of the public from the meeting as per the Public Bodies (Admission to Meetings) Act 1960 to allow for the discussion of staff-related matters: - Approval of the recent NALC/SLCC pay-scale award, back-dated to 1st April 2016; the details to this will be issued under separate cover to members.

105 Date and Venue of Next Meeting

The next meeting of the parish council will be on Thursday 28th July at 80 Hewell Road

End of report.
Gill Lungley
Executive Officer
31/03/2016

P. EO (D)

Barnt Green Parish Council

Minutes of the Annual Parish Council meeting held at 80 Hewell Road, Barnt Green on Thursday 12th May 2016 at 6.30pm

Members present: Cllrs R Cholmondeley (Chairman), C Hotham (vice-Chairman), R Briggs, E Gumbley, J Jellie, S Whitehand (2 vacant seats)

In attendance: One member of the public (The Village)
Gill Lungley (Executive Officer)

16/74 Election of Chairman

It was agreed to elect Cllr R Cholmondeley to the chair for the year.

16/75 Apologies

Cllr E Gumbley arrived during minute no. 16/81 and apologised for late arrival.

16/76 Election of vice-Chairman

It was agreed to elect Cllr C Hotham vice-Chairman for the year.

16/77 Declarations of Interest

It was noted that:-

- a) Members are required to keep the Register of Interests updated.
- b) and c) Members need to declare Disclosable Pecuniary Interests and Other Disclosable Interests, in addition it was formally noted at minute no. 16/88a that any views expressed by Cllr C Hotham, who is also a member of Bromsgrove District Council, were preliminary views taking into account the information presently made available to the Parish Council. Cllr Hotham would reserve his final views on the applications until in full possession of any further relevant arguments for and against.
- d) Dispensation requests are to be submitted in advance of the meeting in writing and that there had been none submitted in advance of this meeting.

16/78 Adjournment of meeting to hear from:

- a) **Members of the Public:** Not required at this time.
- b) **Worcs County Councillor: Peter McDonald** had sent apologies for non-attendance.
- c) **Bromsgrove District Councillor: Charles Hotham**
 1. Parkside: concern about the lack of legal security regarding ownership of the new BDC offices at Parkside.
 2. Savings: would appear to be varying reports on the amount of savings made through the use of consultants at the district council.

16/79 Minutes of the last meeting

The minutes of the Parish Council meeting held 06/04/2016 were agreed a true record and signed by the Chairman.

16/80 Chairman's Report

Cllr Cholmondeley reported that:

- .1 The posters and banners for the Open Gardens event were eye-catching.
- .2 The Baptist Church were concerned about the possible use of the Parker's Piece playing field for football league matches on Sundays.
- .3 Severn Trent Water had been in touch after reading in The Village about the bollards missing from Hewell Road (three from outside Oulsnam's estate agents) and had offered to pay for their replacement.

16/81 Review of Delegation Arrangements

Barnt Green Parish Council

It was agreed to accept the Scheme of Delegation to the Executive Officer. Delegation arrangements to committees would be specified in their Terms of Reference. Emergency expenditure procedures are covered by Financial Regulations.

16/82 Appointment of Committees

It was agreed to appoint as follows:

- a) Planning Committee to meet as and when required to consider notified planning applications and respond on behalf of the Parish Council if there is no time for the Parish Council to respond; meetings will be held in the evening; membership will be confined to parish councillors only.
- b) Recreation and Environment Working Party – to meet on an ad hoc basis, membership to include non-councillors as required.
- c) Neighbourhood Plan Working Party – to meet on an ad hoc basis, membership to be agreed and will include non-parish councillors; to be headed by Cllr S Whitehand.
- d) Finance and Staffing Working Party – to meet as and when required to make recommendations to the full council.
- e) SmartWater Working Party – to review in the light of decision about purchase of SmartWater and thence the roll-out programme.

The Executive Officer would prepared Terms of Reference for approval at the next meeting.

16/83 Nominations to committees and working parties

It was agreed to appoint the following members to the above committees/working parties:-

- a) Planning Committee: Cllrs R Briggs, R Cholmondeley, C Hotham, S Whitehand
- b) Recreation and Environment WP: R Briggs, E Gumbley, J Jellie with R Cholmondeley and S Whitehand to substitute if needed
- c) Neighbourhood Plan WP: R Briggs, R Cholmondeley, C Hotham, S Whitehand and Mrs D Carr (non-councillor)
- d) Finance and Staffing WP: Cllrs R Cholmondeley, E Gumbley, C Hotham
- e) SmartWater WP: Cllrs E Gumbley, S Whitehand.

16/84 Representation

It was agreed the following members would represent the parish council:

- i. WorcsCALC area committee meetings: Cllrs R Cholmondeley, S Whitehand
- ii. CPRE: Cllr S Whitehand
- iii. St Andrews First School governing body (associate member): Cllr C Hotham until April 2017, then Cllr J Jellie
- iv. Pensions Regulator: Cllr R Cholmondeley

16/85 Governance

- a) **Filling of the two vacant seats:** in the absence of any volunteers yet it was suggested the next parish newsletter could include comment along the lines of 'A Day in the Life of a parish councillor...'

b) Annual Reviews:

- **Standing Orders** agreed current version is acceptable.
- **Financial Regulations** agreed current version is acceptable after slight alteration to item 1.6 relating to sanctions in the event of breach of regulations.
- **Members' Code of Conduct** agreed current version is acceptable.
- **Asset Register:** additions of bus shelter light, planters and defibrillator were noted. The laptops that had been removed from the register 2013/14 would be disposed of via waste transfer and re-cycled.

It was noted that a calendar for review of policies was required.

- c) **Confirmation of insurance arrangements:** The parish council has a 3-year agreement with Zurich.
- d) **Review of annual subscriptions:** it was agreed to continue subscriptions to CPRE, WorcsCALC, and SLCC.
- e) **Review of Complaints Procedure:** this would be amended to include the Chairman's e-mail address.

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- f) The parish council's procedure for handling Freedom of Information requests: and its
- g) Press and media policy: have yet to be approved.
- h) Approval of the council's calendar of meetings for the civic year 2016/17: the dates of the meetings were approved as:

Wednesdays	15 th June 2016	27 th July 2016
	7 th September 2016	5 th October 2016
	2 nd November 2016	7 th December 2016
	4 th January 2017	1 st February 2017
	1 st March 2017	5 th April 2017
	3 rd May 2017	all to start at 7pm.

- i) **Approval of Balances and Reserves Policy:** the policy was approved in principle with the earmarked reserve for the Neighbourhood Plan standing at £7,500.
- j) **Approval of policy on Community Support/Engagement:** the Executive Officer will circulate policy proposals for consideration at a future meeting.

16/86 Updates and Decisions taken by the Executive Officer (EO) since last meeting

Due to limited time a detailed report had been circulated with the agenda for this meeting

Digital inclusion Community Bus	It was noted that there had been poor take-up in Bart Green of the offer of IT support via the Community Bus on 19/04/2016.
RoSPA play equipment inspection	Carrying out work as recommended in the report is ongoing.
Hewell Road bollards	As mentioned by the Chairman at minute no. 16/80 above Severn Trent Water will reimburse the cost of the 3 missing bollards outside Oulsnam's; the order for the work has been placed with WCC Highways.
Flagpole	The search continues for a suitable site; Cllr Hotham is to meet a contractor to assess suitability of Millennium Park.
Meeting with village retailers	There had been no feedback on the suggestion to meet to discuss improvements in the village and support for retailers; it was agreed to make arrangements for an early evening event. It was noted the hanging baskets would need to be watered when in situ; a contractor would be contacted to see if they will do this.
Bulletin issue 46	The next newsletter is expected to be ready for delivery at the end of May; members would suggest items for inclusion.
Lengthsman scheme	WCC have confirmed the parish Lengthsman scheme will continue for 2016/17
Open Gardens 2 nd /3 rd July	Mrs Rachel Banner reports on progress; the banners and posters have been ordered. The parish council has arranged for its flower arrangement on the theme of 'celebration'.
Football use of Parker's Piece	The Baptist Church is keen for matches to not start before 2.30pm. The costs to the parish council for marking out the pitch over the year would be £516. The parish council would like the football club to work with the Church, sports club and residents to achieve an acceptable outcome for all concerned, which may involve use of off-site car parking.
Bart Green railway station	The contact at London Midland would be approached with the report raised at the parish council's meeting in April with a view to meeting.
Trees, Cherry Hill Road	A resident had been in touch alarmed that land adjacent to Pinfield Wood appeared to have been cleared of trees. This is outside the parish council boundary; the BDC tree officer was investigating.
Youth group volunteers	The Baptist Church had been contacted regarding a volunteer youth groups which would provide help on a number of projects; it was

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	suggested they could be asked to clean highways sign/railings/seats and help with footpath maintenance.
Sport Relief Mile feedback	The parish council's tangible costs to date amounted to £631. The team responsible for the event were suggesting a similar event every year. This would be discussed at the next parish council meeting.
Shindig feedback	A small surplus had been made on this event held 16/04/2016. Members would consider whether to continue with the event in the future and a schedule of what is available would be circulated to members for consideration at the next council meeting.
Community Walk feedback	The event on 23/04/2016 entailed a bus ride to Stoke Prior then a walk back to Barnt Green; 6 walkers took part.
Annual Parish Meeting feedback	The meeting was attended by all parish councillors, 2 speakers, 5 members of the public and both district and county council representatives. Draft minutes have been published.
Contracts	The grounds maintenance contracts have been clarified and updated for 2016.
Residents' concerns	<ul style="list-style-type: none"> - Height of pylons installed for cricket nets at Barnt Green Cricket Club's second ground, Cherry Hill Road - Noisy traffic counter in Bittell Road.
List of correspondence available from the Executive Officer.	

16/87 Finance

- a) Review of the council's financial position to 30/04/2016
The council's Receipts and Payments statement for the 2015/16 financial year was presented to the meeting and noted.
- b) To note all payments and authorise any outstanding payments
A list of the receipts and payments for April 2016 was presented to the meeting and agreed; appended to these minutes.
- c) To approve allocation of reserve funds following the financial year end, in line with policy.
As per minute no. 16/85(i) Contingency Fund £10,000 and earmarked funds £11,866.
- d) To approve the annual accounting statements ready for audit period starting 03/06/2016.
Section 2 of the Annual Return 2015/16 was presented to the meeting along with an explanation of significant variances and the bank reconciliation for the year to 31/03/2016.
It was agreed to approve the annual accounting statements; the form was then signed by the Chairman.
The Annual Return sections 1 and 2 and the internal auditor's report would be uploaded to the website along with relevant information in advance of the 30-working day audit period starting 3rd June.
- e) To authorise change of address with regard to Building Society account
It was agreed to inform the Building Society to address all correspondence to 80 Hewell Road, Barnt Green; the request form was signed by all the account signatories.
- f) To note change of office telephone and broadband provider
The Executive Officer advised the office telephone and broadband provider had been changed and for the next twelve months should show a significant saving.
- g) To be advised of introduction of banking charges (UTB)
The council's bank had notified its intention to charge a monthly fee for use of the account; as it would appear other banks were also charging similar fees the meeting noted the charge.
- h) To agree to close the outstanding bank account (Lloyds)
It was agreed to notify Lloyds bank that the account was closed; the letter was signed by all currently authorised account signatories.
- i) To ratify use of the parish council office for periodic CPRE meetings
It was agreed to allow the parish council office to be used for quarterly CPRE meetings in return for £5 hire fee.

16/88 Planning

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To consider the parish council's response to planning consultations received since last meeting, including:

Log no. 027 16/0127	Land Opposite Underhill, Aqueduct Lane,	Replacement of existing detached garage
PC comment: No objection		
Log no. 028 16/0330	77 Bittell Road, Barnet Green,	Removing substandard existing pitched and flat roofs and replace with higher pitched roof.
The LPA had already decided to grant permission to this application prior to the PC meeting PC comment: No objection		
Log no. 029 16/0283	29 Blackwell Road, Barnet Green, B45 8BT	1st Floor Side Extension, Single Storey Rear Extension, Porch to Front & Pitched Roof to Front
PC comment: No objection		
Log no. 030 16/0332	73 Hewell Road, Barnet Green, B45 8NL	To modify an existing extension - a) to make it 60cm wider b) to replace the existing, flat roof with a mono-pitched roof c) replace the existing end window with timber bi-fold doors with 'juliet balcony' in front.
The LPA had already decided to grant permission to this application prior to the PC meeting PC comment: No objection		

It was noted that an Application for a Lawful Development Certificate for a Proposed use or Development had been made for a swimming pool complex at Sandhills Green House; the parish council is not specifically required to comment on such applications but the meeting would follow the application.

16/89 Project undertaking

SmartWater

Cllr E Gumbley spoke about the scheme to purchase enough SmartWater kits for at least 80% of residences in the parish; the cost was likely to be in the region of £8,000 and, unless a team of assistants was involved, it would take at least a year for the scheme to be rolled out across the parish to ensure all residents received their kit and registered it. It was agreed to include an article on the subject in the next issue of the parish newsletter.

16/90 Date and Time of Next Meeting

The next parish council meeting will be on Wednesday 15th June 2016 at 80 Hewell Road, starting at 7.00pm.

This meeting ended at 8.45pm.

.....
Chairman

15th June 2016

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Agenda item 97

www.barntgreen.org.uk

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2016/17 production schedule for *The Bulletin*

Sept/Oct/Nov 2016 Autumn 2016, issue 47	Copy deadline	Weds 10 Aug
	Formatted by	Mon 15 Aug
	Councillors comments by	Weds 17 Aug
	To printers on	Thurs 18 Aug
	Collect from printers on	Thurs 25 Aug
	Distribution to start from	Fri 26 Aug (Bank hol weekend)

Dec 2016 Jan/Feb 2017 Winter 2016/17 issue 48	Copy deadline	Weds 09 Nov
	Formatted by	Mon 14 Nov
	Councillors comments by	Weds 16 Nov
	To printers on	Thurs 17 Nov
	Collect from printers on	Thurs 24 Nov
	Distribution to start from	Fri 25 Nov

Mar/Apr/May 2017 Spring 2017, issue 49	Copy deadline	Weds 08 Feb
	Formatted by	Mon 13 Feb
	Councillors comments by	Weds 15 Feb
	To printers on	Thurs 16 Feb
	Collect from printers on	Thurs 23 Feb
	Distribution to start from	Fri 24 Feb

June/July/Aug 2017 Summer 2017, issue 50	Copy deadline	Weds 10 May
	Formatted by	Mon 15 May
	Councillors comments by	Weds 17 May
	To printers on	Thurs 18 May
	Collect from printers on	Thurs 25 May
	Distribution to start from	Fri 26 May (Bank hol weekend)

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for meeting 15/6/2016

Bank reconciliation & Comparison of budget v actual receipts & payments 31/05/2016

item 99

Cash in hand at 1 April 2016				
Unity Bank current account	3,483.66			
Unity Bank deposit account	13,937.61			
Cambridge	54,155.20			
Alto	300.00			
		£71,876.47		
Add receipts 01/04/2016 – 31/05/16	30,719.70			
Less payments 01/04/2016 – 31/05/16	-16,027.26			
Cashbook balance at 31 May 2016		£86,568.91	A	
Bank statements at 31 May 2016				
Unity Bank current account	3,311.13			
Unity Bank deposit account	29,094.81			
Cambridge B/S	54,155.20			
Alto	300.00			
Less unrepresented cheques, as list below	292.23			
Bank balances at 31 May 2016		£86,568.91	B	
		£0.00	A - B	
Unrepresented cheques:				
Internal audit	120.00	BACS	v036	
CPRE	- 5.00	cash	v039	
NEST	149.23	d/d	v028	
Hall hire	28.00	Cheque	v032	

Comparison of budget v actual receipts and payments at 31/05/2016

May-16	RECEIPTS	Budget summary	Actual	Variance
	Precept	57,650.00	28,825.00	28,825.00
	Council Tax Support Grant	634.00	634.00	-
	Interest	450.00	-	450.00
	Lengthsman reimbursement	2,000.00	500.00	1,500.00
	VAT Refund	3,500.00	-	3,500.00
	Miscellaneous	1,000.00	760.70	415.90
	Total receipts	65,234.00	30,719.70	34,514.30
	PAYMENTS			
	Administration	27,930.00	4,503.22	23,426.78
	Communications	1,500.00	116.00	1,384.00
	Playing Field	3,000.00	890.44	2,109.56
	Millennium Park	4,500.00	334.04	4,165.96
	Village Environs	2,300.00	56.00	2,244.00
	Street Lighting	14,000.00	2,203.81	11,796.19
	Highways	2,250.00	528.00	1,722.00
	Events	900.00	984.75	- 84.75
	Neighbourhood Plan	2,000.00	-	2,000.00
	Fixed Assets	-	-	-
	Sub-total payments	58,380.00	9,616.26	51,005.18
	Capital Projects	-	4,568.00	
	VAT paid	3,500.00	1,843.00	1,896.80
	Total Payments	61,880.00	16,027.26	52,901.98

PA

Receipts and Payments record for May 2016

for meeting 15/6/2016.

May-16							
FOR PAYMENT APPROVAL	invoice ref V/R	Receipts	payee/payer	Description	Payments Gross	Payments VAT	Payments Net
		30,543.10		totals b/f from April 2016	13,879.10	1,715.71	12,163.39
s/o	v035		Hosking Ground Maintenance	Grass cutting and grounds maintnce	273.43	45.57	227.86
BACS	v036		Diane Malley	Independent internal audit	120.00		120.00
d/d	v037a		SSE Southern Electric	Street lighting power supply	222.94	37.15	185.79
d/d	v037b		SSE Southern Electric	Street lighting power supply	12.09	0.57	11.52
Rchq	v038/R8	170.00	Total Football	hire of playing field, Sept-Dec 2015			-
Rcash	v039/R9	5.00	CPRE	Room hire (cash receipt)			-
Rd/d	v040/R10	1.60	BT	refund following closure of account			-
BACS	v041a		John S Bishop	Millennium Park grass cut, April	112.00	-	112.00
BACS	v041b		John S Bishop	Village verges cut, April	56.00		56.00
s/o	v042		GJH Electrical Services Ltd	Street lighting maintenance, May	264.00	44.00	220.00
BACS	v043		Mrs G Lungley	Administration / salary	1,019.77		1,019.77
d/d	v044		Plusnet	Office phone and broadband	9.93		9.93
s/o	v045		Candoo web design	Website support	58.00		58.00
		176.60		total for month, as at 31/05/2016	2,148.16	127.29	2,020.87
		30,719.70	sub total for year to date		16,027.26	1,843.00	14,184.26

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Many payments.
item 99

agenda item 99 (ii) 18/6/16.
rec'd 9/5/2016.



Diane Malley MAAT

7 New Road
Far Forest
Kidderminster
Worcestershire
DY14 9TQ

Tel: 01299 269188
Mobile: 07967 857397
Email: diane.malley@btinternet.com

8th May 2016

Barnt Green Parish Council
80 Hewell Road
Barnt Green
Birmingham
B45 8NF

Dear Chairman

Internal Audit Barnt Green Council

I have now completed the internal audit for Barnt Green Parish Council. I have carried out tests on the systems in place and have reviewed the internal controls. I confirm I have acted independently; the basis of the internal audit is by selective assessment of compliance with relevant procedures and controls.

A. Appropriate books of account

Appropriate books of account have been kept throughout the year. The council has used a spread sheet which is adequate for the number of transactions of the council

B. Financial Regulations

Financial Regulations were met; payments were supported by receipts or invoices on all samples picked. Expenditure was approved and VAT was appropriately accounted for.

C. Risk Assessments

A risk assessment adequate for the council's needs has been carried out. The assessment was reviewed during the year and this has been minuted.

D. Precept

The precept was set after the council considered its budget requirements for the year and this was minuted. There is evidence that the budget is monitored by the council and the Resources Committee.

E. Income

There was no unusual income received during the year. All income and interest was recorded in the cash book.

F. Petty Cash

Petty Cash is not used by the parish council, instead the parish council uses a pre-loaded Alto card. Expenditure on this card is appropriate, is evidenced and is reported to council.

G. PAYE

PAYE was correctly administered and there was evidence of monthly FPS submissions being made to HMRC.



Licensed and regulated by the Association of Accounting Technicians to provide services in accordance with licence number 3239 details of which are displayed at the address shown.

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H. Asset Register

The Parish Council maintains an updated asset register which has been reviewed by the council during the year.

I. Bank reconciliations

The bank accounts have been reconciled to the cash book. I have recalculated the year end bank reconciliation and agree it.

J. Accounting Statements

The accounting statements are prepared on a Receipts and Payments basis and agree to the cash book spread sheet.

General

In general the accounting records are well kept and are of high quality. I would like to thank your executive officer, Gill Lungley, for her assistance in the internal audit review and enclose my invoice for your attention.

Yours sincerely



Diane Malley MAAT

Barnt Green Parish Council

item 100(a)

**Minutes of the Planning Committee meeting held on
Thursday 2nd June 2016, at 7pm at 80 Hewell Road, Barnt Green**

Present: Cllrs Robert Cholmondeley Susan Whitehand

In attendance: Executive Officer, Gill Lungley

P16/01	<p>Election of Committee Chairman</p> <p>As there were not enough members present for the meeting to be quorate it was not possible to elect a Chairman; the members present agreed to discuss the items on the agenda in enough detail for the Executive Officer to respond to via delegated authority then to be ratified at the next parish council meeting.</p>								
P16/02	<p>Apologies</p> <p>Cllrs Rosemary Briggs, Charles Hotham</p>								
P16/03	<p>Declarations of Interest</p> <p>a) The requirement to keep the Register of Interests updated was noted. b) There were no declarations of interest. c) No Other Disclosable Interests were declared d) No dispensation requests had been received</p>								
P16/04	<p>Dispensation requests</p> <p>There were no new dispensation requests.</p>								
<p>Public Question Time</p> <p>This was not required.</p>									
P16/05	<p>Committee Terms of Reference</p> <p>The committee's Terms of Reference would be put to the next meeting of the parish council for ratification.</p>								
P16/06	<p>Planning Consultations</p> <p>a) The parish council had been consulted on the plans below; members discussed the applications and the following comments would be submitted by the Executive Officer via delegated authority.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 15%;">BDC ref</th> <th style="width: 10%;">P Log</th> <th style="width: 25%;">Address</th> <th style="width: 50%;">Proposal</th> </tr> </thead> <tbody> <tr> <td>16/0341</td> <td>031</td> <td>76 Bittell Road</td> <td>Material change of use of an existing garage and home office to an independent dwelling</td> </tr> </tbody> </table> <p>PC Comment: The Parish Council would recommend refusal of this application for the following reasons:</p> <ol style="list-style-type: none"> 1. The site is on the edge of the village envelope, adjacent to the Green Belt. It is important, for the purposes of Green Belt principles, to ensure the density of built development does not increase at the boundary between village and Green Belt. This application seeks to increase the density of built residential development at a particularly vulnerable point on the village envelope. 2. The existing use, as shown on the provided plans, bears no relation to the permission granted in 2013 (ref 13/0561 refers). The current use implies it is already a stand-alone dwelling, whereas the permission granted in 2013 was as an ancillary building (garage and home office) to the main residence. Enforcement action should be taken to ensure the planning permission has been enacted correctly and if not then steps need to be taken to rectify the situation. 	BDC ref	P Log	Address	Proposal	16/0341	031	76 Bittell Road	Material change of use of an existing garage and home office to an independent dwelling
BDC ref	P Log	Address	Proposal						
16/0341	031	76 Bittell Road	Material change of use of an existing garage and home office to an independent dwelling						

Barnt Green Parish Council

	<p>3. The current site is restricted and cramped; the garage / home office to all appearances is an ancillary building to the dwelling thus division of this plot would not provide a clear separation of the two buildings which is therefore likely to lead to a poor neighbourly relationship.</p> <p>4. The proposed new vehicular access is close to a blind bend where speeds change from 30mph to 40mph (the access will be via the 40mph zone) yet there is no room on the new site to turn a car. This means that vehicles will have to be driven onto the site in reverse gear or will have to reverse out of the site, into the 40mph zone adjacent to the blind bend. Neither situation being satisfactory.</p> <p>5. There is a stream adjacent to the site on the village boundary, thus drainage either into the stream, or from it, will be of concern.</p>		
16/0200	025	Barnt Green Sports Club	To note amendment to plans that seek to install a raised external deck area.
<p>PC Comment: It was noted the new plans allow for a platform lift; no further comment required.</p>			
16/0302	032	Sandhills Green House	To note application for Certificate of Lawful Development for Proposed Use: Erection of detached building comprising of a swimming pool, plant room, changing rooms and shower; Formal garden area with patio to rear Footpath link between existing garage and proposed swimming pool building/garden for maintenance purposes.
<p>PC Comment: PC is not asked to comment on applications for Certificate of lawful development for proposed use. However the application was noted.</p>			
<p>b) Planning decisions: no data provided to the meeting.</p> <p>c) Other planning matters.</p> <p>C1) Enforcement issues: (1) 17 Sandhills Road. Permission was granted for a side extension, work on which has started but the new build is nearer to the neighbouring property (19 Sandhills Road) than agreed in the plans and the work appears to have stalled. The condition of the property appears to be deteriorating.</p> <p>C1) Enforcement issues: (2) Café Morso windbreak; the question was asked whether permission is needed for this apparent permanent structure.</p> <p>C2) Non-notification of planning application 16/0264 re 34 Sandhills Road. This application, although included on the district-wide weekly list received 25/04/2016, was not directly notified to the parish council and no consultation was made; the parish council was made aware of it only upon receipt of the decision notice. The application has been decided meaning the procedure is now completed however the omission of consultation is of concern and the Executive Officer would be writing to the planning officers' manager at Bromsgrove DC.</p>			
P16/07	<p>Date of next meeting The date of the next meeting to be decided.</p>		

The meeting closed at 20:50hrs.

Signed: _____
Chairman

Date: _____

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Proposed Terms of Reference for the Planning Committee, Barnt Green Parish Council

Preamble:

The Planning Committee considers and comments upon planning applications submitted to the District Council, reviews decisions made by the District Council on planning applications, responds to any consultation documents on planning matters and is generally pro-active in any matters to do with planning and development control affecting the Parish.

1. Authority

The Planning Committee is appointed by, and solely responsible to Barnt Green Parish Council which has delegated the responsibility to this committee to act on its behalf regarding planning matters, as detailed below. This committee has no spending powers.

2. Membership

The Committee will consist of no fewer than four elected parish Councillors, nominated at each Annual Parish Council Meeting.

The first item of business at the first meeting of this committee after the Annual Parish Council meeting will be to elect a Chairman to preside over future meetings for the civic year. The committee may also elect a Vice Chairman if thought appropriate, although any elected member can preside by agreement in the Chairman's absence.

The quorum is a minimum of three elected Members.

3. Schedule of Meetings

The Committee will meet as and when required depending on the frequency of notification of planning applications. Meetings will be notified to all Parish Council members by the Executive Officer upon receipt of a notification or item that requires a meeting. Extraordinary meetings of this committee may be called by the Chairman or by any two members if the Chairman, upon request, declines to do so.

4. Records of Proceedings

Written minutes will be taken to record the Committee's decisions and will be circulated to all Councillors, received at the next Full Council meeting and adopted at the next Planning Committee meeting.

The Parish Council's Executive Officer will be responsible for arranging the recording and distribution of the minutes and will relay all pertinent comments to the relevant planning authority on the day after the committee meeting. The draft minutes will be published on the website and on the parish council notice board.

5. Responsibilities

The committee has full delegated powers to respond to the Local Planning Authority on behalf of the Parish Council regarding all planning applications in the Parish, unless on vote the planning committee decides to pass the application to full Council due to size, controversial nature or effect on the parish. In addition the Planning Committee will:-

- (a) Consider and respond to all planning applications relating to the parish even if not notified.
- (b) Consider planning-related items of concern such as enforcement issues.
- (c) Consider and comment on any planning consultation papers.
- (d) Comment on licenses when requested to do so.
- (e) Comment on street naming where requested.
- (f) Meet and/or consult as directed by the Full Council on related matters.

Clear and concise formal resolutions are required at all times to avoid ambiguity in the minutes and to ensure that the intention of the resolution is conveyed to the members for them to vote on.

These Terms of Reference were agreed at the meeting held 02/06/2016

Signed.....(Committee Chairman)

A SmartWater Village



Seeing the wood for the trees is vital part of any decision making process. The Parish Council is actively considering whether to provide free of charge a SmartWater kit to each house in the Parish which would then allow us to be known as a 'SmartWater Village'.

SmartWater is an international crime fighting and crime prevention company with an established track record for detecting and deterring criminal activity. They have created a clear liquid/gel, supplied in an easy-to-use phial with each solution containing a unique invisible marker which is recorded on a database at the company head office in Telford. After being painted on to a domestic valuable it dries and only becomes visible under ultraviolet light. Road signage and homes having small stickers to indicate its use will act as a deterrent to any prospective burglar as any goods stolen and recovered would be traceable back to the owner.

In principle it is a positive idea, working on the premise of "low hanging fruit" any thief seeing SmartWater signs would move on to easier pickings elsewhere, however, there are a number of important questions for us as a Parish Council when one looks at the detail.

Just two are (1) a number of homes are already participating in the scheme and (2) others have spent their own money on state of the art domestic anti-burglary systems. To help your Parish Council see the "wood from the trees" I would welcome any resident contacting me - edwingumbley@hotmail.co.uk, 445 1416 or 07552 119227 with their opinion on the above be it positive or negative.

Shindig productions for 2017

January

First performance option A: Frances Millian-Slater, My Dearest Girls...The Letters Book

Available Oct – Jan and May 2017

This charming and intimate show celebrates the real lives of six women, through words and song and is based on the lively 'round robin' letters the six women wrote to each other, during the last years and aftermath of the First World War. There's gossip, scandal, tales of dancing for royalty, fiancés on the front line, and more than one useful tip such as how to feed 100 chickens whilst on rations. You can see a video here <http://vimeo.com/124907787>

I think it would really appeal to your audience as it's from a time they should remember and is funny.

First performance option B: Tayo Aluko & Friends, Call Mr. Robeson. A Life, With Songs

Available Jan, March, April, May

An award-winning one-man-and pianist show which has been touring nationally and internationally since 2008, telling the story of one of the most famous artists of his time, Paul Robeson. This is a show which not only resurrects a great entertainer and his songs, but reveals many surprising things about his public, private and political life, showing that he was at once an extraordinarily gifted and courageous genius, and a man with failings and foibles like the rest of us. You can see a video here <http://www.youtube.com/watch?v=FjogM-VzG5E&feature=channel>

April

Second performance option A: Badapple Theatre Company, Eddie and the Gold Tops

Available 28th March – 2nd April

Eddie and the Gold Tops is a lovely feel-good show which has 'done the rounds' of village halls and has rousing applause everywhere it goes. It will particularly please anyone who loves sixties-style music! You can see a video here

<http://www.facebook.com/106969989365143/videos/538832416171/>

Second performance option B: Rabbit Theatre, The Odyssey

Feb 8th – May 2017

Dave Mynne's skill with just a suitcase full of simple props, rubber-faced acting and his clear and concise storytelling will fill your hall with drama, and have your audience on its feet cheering for more! His DIY sound effects are a joy to behold and at every turn there's a new mini surprise, let alone his skill at bringing dozens of characters believably to life. There isn't a video for this one.

Below is the original email that explains how and where to fill in the show request form. If you have any problems please call me.

Best wishes

Julia

Julia Thompson
Live & Local and Shindig Fieldworker

Tel: (01926) 402173
www.liveandlocal.org.uk

Please note my working days are Mon, Tues & Weds

Become a Live & Local Friend! [Click here](#) for further information

From: John Laidlaw
Sent: 03 April 2016 14:20
Subject: Live & Local / Shindig 2016/17 Menu now online

The new Menu for Live & Local and Shindig shows that are available for performances between **26th September 2016 and 31st May 2017** is now online. [Online Menu Login](#)

To help you start to shortlist and share shortlisting with other people we have also uploaded a [20 minute slideshow](#) (no sound) of most of the shows available in the Menu. You can share this with other members of your group along with a 20 minute [Sampler Movie](#) shown at the recent Promoter Meetings featuring some of the shows.

Please **read all the [online information](#)** before submitting a Request Form. Please read the information about requesting shows with [less of a subsidy](#); we still provide the rest of the marketing, box office and contracting support and this may be a way of having more shows in some areas.

A list of promoter groups so you can contact your local ones will follow before the end of the week.

Rural Dance Initiative

If you think you may be interested in booking any of the dance shows featured in the Menu [please do contact us before submitting your Request Form](#); ideally as soon as possible so we can talk through the shows and wraparound activity that goes with them to support your marketing.

Most of these dance shows are offered at a 'no risk' box office split and in some areas we have enough funds to offer promoters a dance show as an extra performance this year. The dance shows are featured within the [Sampler Movie](#) and there is some other [background information](#) on the NRTF website.

Important Information

- The deadline for requests is **5pm on Friday 20th May**.
- **Do not use the summary Menu** provided at the Promoter Meetings from which to choose your shows as it is already out of date;
- This request process is for **all performances** through until **31st May 2017**;
- We expect **at least** two different Show Options in each Performance Choice section.
- Please do not repeat the same shows in different sections or simply reverse the order!

No of Performances you have Requested	Total No of different shows needed on the form
1	2
2	4
3	6
4	8

- Ticket Yield: This is 'Total box office income / Total number of tickets [paid for](#)'. (Full price and concessions) **In 2015/16 to date this is approx. £8.95.**
- Please read the [Booking Terms & Conditions](#) before starting your Request Form;
- If you cannot see your organisation on the drop down list on the Request Form please call/email us asap;

- If you are no longer the contact for Live & Local or Shindig, or your group is not intending on requesting any shows before May 31st 2017 please let us know ASAP.

Nb: (1) Live & Local cannot guarantee allocation of performances to a promoting group (2) Performances, shows and subsidy are allocated with a view to the success and sustainability of the whole network and programme

Please don't hesitate to call if you have any questions about the shows of the request process.

Best wishes

John Laidlaw
Executive Director, Live & Local

Email to Paul Wright, applicant for u-12's football team, from Executive Officer. 07/06/2016.

The Parish Council's next meeting will be on Wednesday 15th June starting at 7pm in the parish council office. I am just putting the agenda together for publication at the end of this week and would like to find out the state of play with regard to your u-12's football team's request to use the Parker's Piece playing field off Bittell Road as their home ground, for Sunday league matches. The situation as we (parish council) understand it is that you are keen to make use of the field on Sundays; the parish council is keen to support this request as long as your use does not cause conflict with neighbours and so the timing of use will need to be established so that the Baptist Church congregation is not inconvenienced. The church timings will normally cover 10am – 2.30pm. The extra costs that the parish council would be incurring to support your use of the field, with regard to pitch spiking and marking out, would be in the region of £500pa. No hire charges have yet been discussed with you for using the field as your home ground but the current charge for use by Total Football for football training on a Saturday and during school holidays, which does not incur any extra grounds maintenance over and above that which would normally be provided, is £170 per term.

Please advise whether you would like to continue with your request to use this playing field and, if so, whether you have any further comments for consideration by the councillors at the meeting on 15th June.

15/06/2016

Copy of response from Network Rail sponsor, Richard Dugdale to resident M Shine, 20/05/2016
Re Cofton Foot Crossing.

The current status of these items is as follows:

Cofton Crossing

The situation at present, with the crossing closed on a temporary basis and no apparent sign of construction progress, is something of an accident of timing. It has been recognised for some time (certainly as I'm aware since 2014) that the increased frequency of rail traffic following introduction of electric services to and from Bromsgrove would require studies to be undertaken to assess whether the footpath crossings on the route section would see any detriment to safety as a consequence of the increase. Three crossings have been assessed, and as part of the assessment, a 9-day 24 hour usage census was undertaken. The results at Cofton showed that usage was much greater than previous surveys had indicated, as well as the individual circumstances of individuals and groups using the crossing as presented to the Parish Council meeting.

This gave our local Level Crossings Manager such concern, that after re-running the objective risk assessment model, the score that resulted led to the decision to seek an immediate temporary level crossing closure (even before the eventual solution had been designed, developed and implemented).

The responses we've received from the consultation with user groups and elected representatives is overwhelmingly in favour of a footbridge to replace the crossing. The diversionary alternatives have, by and large, not met with favour, with some detailed representations highlighting the length and lack of directness of these alternatives.

To this end, the electrification project is remitting design and development work with contractors to enable us to understand the constructability and cost of a footbridge. This will be a big structure. It will need to have sufficient height to provide clearance to the existing overhead electrification, and it will need to span four lines of way (the present three plus provision for any future restoration of four track).

The project will keep the various organisations up to date on the progress of design and development. Implementation timescales are not quick: unfortunately it is a certainty that the bridge would not be constructed during the period of this temporary closure.

In summary, please do not think this is some attempt to easily exploit a closure to comply with a numeric target. We have to go through a statutory legal process to make a change to a crossing. Yes, Network Rail is rightly under a Regulatory objective to improve level crossing system safety, including closure and diversions, replacement or extinguishment of crossings, and on a prioritised basis with the highest scoring crossings subject to the greatest priority for action. Cofton is, by definition because of the survey findings, a high priority for intervention but is neither an easy nor a cheap item to progress.

Barnt Green station lifts

The station footbridge at Barnt Green has been renewed to provide sufficient vertical space for the new electrification system to be installed. When the designs were consulted, there was a strong level of representation about the continued non-provision of lifts. I assumed sponsorship of the electrification project in summer 2014 and considered that it was not sustainable to proceed with passive provision only. Efforts were made to re-authorise the electrification scheme and in July 2015 a funding formula had been worked through and agreed, to authorise the electrification project into the next phase of delivery, anticipated final cost to include the provision of lifts.

Unfortunately in the meantime, in common with a number of other rail electrification projects, and for a number of reasons, the cost of this project has increased. It has been captured in the 'Hendy review' of rail spending and a month ago I was ready to impart the news that we were progressing to authority, were funded for lifts and the work would take place consistent with electrification

timescales. Two weeks ago this changed due to a further (relatively small) percentage increase, and the current situation is that we are in further discussion with funders about full funding authority for the scheme.

As things stand at the moment there is little doubt that the lifts will be installed. The difficulty I have right now is to provide a definitive timescale.

Hewell Lane bridge

When you communicated on this we had temporary HERAS fencing and concrete blocks adjoining the bridge abutments. These were temporarily in place as our engineers were not content with the original design for the permanent fencing arrangements. As well as the challenge of addressing a rail safety issue (incursion of increasingly fast and heavy vehicles down a cutting slope on a 90mph railway) the original design gave issues with maintenance liabilities and constructability on the top of a very steep cutting. Following meetings with Worcestershire County Council, a re-design was accepted and has since been built. Contractors are about to finish the work off and vacate site, in fact the footpath access to Platform 2 reopened yesterday.

I hope the update is helpful?

Regards,

Richard

What is the Dementia Action Alliance? 15/6/16.

The Dementia Action Alliance (DAA) is a social movement with one simple aim: to bring about a society-wide response to dementia. It encourages and supports local communities and organisations to take practical **action** to enable people to live well with dementia.

Organisations, businesses and groups sign up as a member of the DAA by thinking of some simple steps that would make them more dementia friendly, and these steps form their action plan.

Members include local businesses, community groups, faith groups, schools, libraries, museums, shopping centres and charities as well as health and social care providers. **Anyone can help!**

Why should my business become a member?

It is estimated that there are around **73,500** people in the West Midlands and **850,000** people across the UK who are living with dementia. As numbers of people living with dementia are predicted to rise it is important that we take action **now** to support anyone affected by dementia to live well in their community, and we all have a part we can play.

Joining the DAA is completely free and the steps you can take don't have to cost anything either, but could make a positive difference to someone living with dementia.

How do I sign up?



For support in completing your plan please contact your local **DAA Coordinator**.

*You can also submit your action plan by completing a word document version which can be requested from your local DAA Coordinator.

What actions could I take?

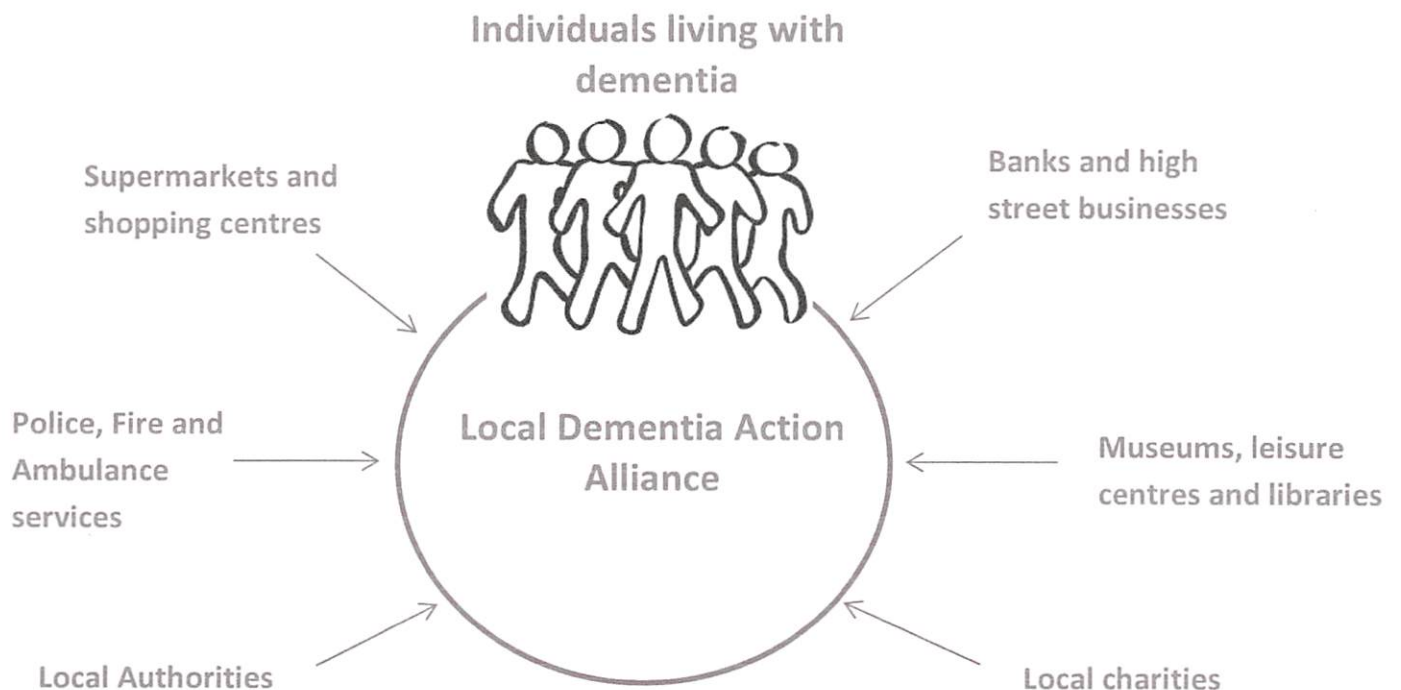
- Understand more about dementia by organising a free, one hour **Dementia Friends** awareness session for yourself and colleagues.
- Request an Alzheimer's Society **guide** for customer-facing staff to assist them in serving people living with dementia
- Review your **environment** by looking at seating, signage and facilities using our checklist to ensure it is as accessible as possible
- Using the DEEP guide, use **appropriate language** when talking about someone living with dementia, making negative terms such as 'sufferer' a thing of the past
- Think about how you could **support** staff who have a diagnosis of dementia, or who may be **caring** for a relative living with dementia
- Hold an event during **Dementia Awareness Week** (3rd week in May)
- Spread the message through business networks and encourage others to take action by **signing up** to the DAA



The Dementia Engagement and Empowerment Project

What next?

Join other member organisations at your **Local Dementia Action Alliance** and work together to make your local area a Dementia Friendly Community.



National Dementia Declaration Action Plan

Information about you and your organisation

The organisation listed below agrees to sign up to the Declaration and commits to delivering it through the actions listed below: Please tick []

Contact Name:	
Work Address:	
Phone:	
Email:	
Website:	

Are you willing for us to share your contact details with fellow Dementia Action Alliance members: Yes [] No []

Organisation name

Organisation summary (max 150 words)

Please select your region(s)

- | | | |
|--|-------------------------------------|---|
| <input type="checkbox"/> National | <input type="checkbox"/> London | <input type="checkbox"/> South East |
| <input type="checkbox"/> East of England | <input type="checkbox"/> North East | <input type="checkbox"/> South West |
| <input type="checkbox"/> East Midlands | <input type="checkbox"/> North West | <input type="checkbox"/> West Midlands |
| | | <input type="checkbox"/> Yorkshire and Humber |

Area covered

Please make clear what area your organisation operates in. At the moment this is on the basis of local authority boundaries. For example an organisation may say they work in Birmingham, Sandwell, Solihull and Walsall; another may say Staffordshire and Stoke-on-Trent. If you are not sure, be as descriptive as possible.

Select your organisation type:

- | | | |
|-------------------------------------|--|---------------------------------------|
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Public Sector | <input type="checkbox"/> Third Sector |
|-------------------------------------|--|---------------------------------------|

1. The National Dementia Declaration lists seven outcomes that the DAA are seeking to achieve for people with dementia and their carers:

- I have personal choice and control or influence over decisions about me
- I know that services are designed around me and my needs
- I have support that helps me live my life
- I have the knowledge and know-how to get what I need
- I live in an enabling and supportive environment where I feel valued and understood
- I have a sense of belonging and of being a valued part of family, community and civic life
- I know there is research going on which delivers a better life for me now and hope for the future

How would you describe your organisation's role in delivering better outcomes for people with dementia and their carers? (200 words)

2. What are the challenges to delivering these outcomes from the perspective of your organisation?

Your response could include your employees understanding of dementia, time and resource constraints on your organisation Etc. (150 words)

Completing your Action Plan

Please provide 3 – 7 actions

1. Action Title

This is a short sentence summarising the Action (max 25 words)

Action Description

This is where you go into more detail about the Action.

2. Action Title

This is a short sentence summarising the Action (max 25 words)

Action Description

This is where you go into more detail about the Action.

3. Action Title

This is a short sentence summarising the Action (max 25 words)

Action Description

This is where you go into more detail about the Action.

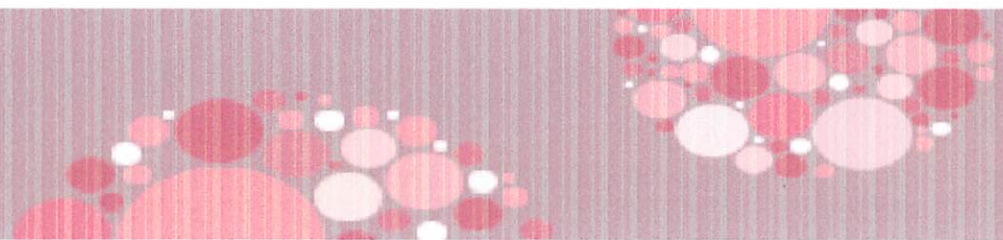
(To include further actions please continue on a separate sheet).

Please return the completed form to:

Kat Horner
Alzheimer's Society
8-9 Windsor Court
Trent Valley Road
Lichfield
WS13 6EU

For more information please contact:

Kat Horner
DAA Coordinator, West Midlands
01543 255955
Kat.horner@alzheimers.org.uk



Examples of Action

Area	Action 1	Action 2	Action 3	General Actions
Banks	Use the Alzheimer's Society's Dementia Friendly <u>Financial Services Charter</u> to improve customer experience	Raise awareness amongst staff and customers about the use of chip and signature cards	Have a member of staff to meet and greet customers as they come in to help direct and support them	<ul style="list-style-type: none"> • Staff and volunteers to become <u>Dementia Friends</u> • Appoint an internal Dementia Friends <u>Champion</u> • Make <u>environmental changes</u> where possible • Support staff with a <u>diagnosis</u> of dementia • Support staff who are <u>caring</u> for someone living with dementia • Hold an event during <u>Dementia Awareness Week</u> (3rd week in May)
Faith Groups	Run Dementia Friends sessions during religious services	Review orders of service or equivalent to include pictures as well as text	Offer a befriending service to support individuals living with dementia to continue to attend, and be with them throughout the service	
GP Practices	Provision of up to date literature and information displayed in waiting rooms	Use website/tv screens to display information regarding dementia and what to do if you are worried about your memory	Put a flag on the system when a patient is known to have dementia so that front facing staff can alter their approach if necessary	
Sheltered Housing	Provide a venue for a range of activities and services for people living with dementia and ensure group activities on offer are suitable for all	Provide personalised support to people with dementia and their families, working with other professionals to enable them to live independently in their own homes for as long as they wish to, including end-of-life care	Implement the latest <u>design principles</u> and guidelines covering homes, care environments and the wider environment to ensure they are dementia-friendly	

Museums	Reduce financial barriers by offering discounted rates to carers or discount schemes for residential homes	Develop intergenerational activities with families and schools that will help preserve and record memories	Hold regular groups for people living with dementia and their carers to take part in activities from reminiscence and handling objects to music and craft	<ul style="list-style-type: none"> • Explore the possibility of becoming a <u>Safe Place</u> • Encourage partner organisations to take action and become a <u>DAA member</u> • Support and attend your <u>Local Dementia Action Alliance</u> • Display coin recognition charts at tills • Fundraise for dementia charities/research
Solicitors	Promote the necessity and importance of planning for the future I.e. Lasting Power of Attorney	Ensure staff have a high level of awareness and opportunities to undertake training regarding capacity	Have an individual/team who can provide advice on taking steps to safeguard a loved one or make a claim following abuse in care	
Supermarkets and Shops	Display local groups/support information on community notice boards	Have a tannoy free evening to create a quiet environment for someone living with dementia	Take customers to a product/facility rather than offer directions that may be hard to follow	
Schools	Hold Dementia Friends sessions during assemblies	Develop intergenerational projects with local care homes	Use the Alzheimer's Society's <u>Youth Engagement Resources</u>	
Transport	Product free of charge 'assistance' cards which can be shown to drivers where passengers can list their regular destinations Etc.	Taxi firms opening accounts for people living with dementia which their carers can pay for at the end of the month	Promote the availability of assisted travel for those living with dementia	

For further information please contact:

Kat Horner
DAA Coordinator, West Midlands
E: kat.horner@alzheimers.org.uk
T: 01543 255955

agenda item
102 (e) 15/6/16.

Executive Officer

From: Susan Roberts <susan@barn.org.uk>
Sent: 23 May 2016 14:42
To: Susan Roberts
Subject: Bromsgrove and Redditch Network(BARN) - Offer free support for voluntary and community groups in rural areas of Bromsgrove

Dear Parish Clerk

Bromsgrove and Redditch Network (BARN) has been successful in getting funding from Big Lottery's Awards for All, to advise, support and develop voluntary and community groups in the rural areas of Bromsgrove.

You may have heard of us but if you haven't BARN is a charity and the local council for Voluntary Service that also runs the local Volunteer Centre for Bromsgrove.

BARN works closely with Bromsgrove District Council and represents the voluntary and community sector on Bromsgrove Local Strategic Partnership.

If you want have a look at our website <https://barn.org.uk/> which will give you an idea of what we are about and the services BARN currently offer.

As part of this project we can support voluntary and community groups in a variety of ways i.e different methods of recruiting volunteers, volunteer management, writing funding bids and strategies, fundraising, joining local support networks.

We thought it would be useful initially to meet with the Parish Council to explain what we can offer and to get information of local voluntary and community groups that might benefit from this project in your Parish.

We are happy to attend a Parish Council meeting or to meet with a local parish councillor whichever you think might be beneficial to BARN helping the groups in your area.

If you would like to suggest a time, to meet individually with one of your local parish councillors or to attend a Parish Council meeting, I will get back to you to confirm my availability.

If you have any queries please feel free to ring and talk to me.

I look forward to hearing from you

Best Wishes

Susan
Susan Roberts
Deputy Chief Executive



Bromsgrove and
Redditch Network



Volunteer Centre
Bromsgrove & Redditch

Bromsgrove and Redditch Network

Community House, 103 Easemore Road, Redditch B98 8EY
Telephone 01527 60282 Email susan@barn.org.uk Website www.barn.org.uk

My usual working days are Mondays, Tuesdays and Wednesdays

Bromsgrove and Redditch Network is a Registered Charity 1122980 & registered as a company in England number 5814032. Registered Office address as above.

Confidentiality and Disclaimer Notice.

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Name	WFDC Community Emergency Parish Forum & Exercise
Timings	Wednesday 12th October 2016 1800-2000hrs
General Event Info	The Annual meeting of Parish Council Representatives to discuss community emergency planning, and undertake a tabletop emergency exercise to validate the Parish community emergency plans.
Venue	Bromsgrove District Council, Parkside Market Street Bromsgrove Worcestershire B61 8DA
Co-ordinator Contact Details	Rebecca Pritchett, North Worcestershire Civil Contingencies & Resilience Manager 01562 732711 / 07515190922 Rebecca.pritchett@wyreforestdc.gov.uk
Refreshments	The Meeting Room will be available from 1730hrs for refreshments and networking.
Confirmation of Attendance	Please can you confirm to the named coordinator whether you will be attending the event by 16 th September and the number of attendees, so that approximate numbers can be known.
Agenda	<ol style="list-style-type: none"> 1. Welcome 2. Introductions 3. Notes and Actions from last meeting on 28th October 2015 4. Review of the last 12 month's incidents within the Parishes 5. Drainage, Watercourses and Flooding update- Richard Osborne 6. Tabletop exercise to test & validate Parish Community Emergency Plans. (Please bring your Parish plans) 7. Any Other Business 8. Date and time of next meeting