

Barnt Green Parish Council

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Notice of Meeting

Members of Barnt Green Parish Council are hereby summoned to attend the parish council meeting to be held on **Wednesday 1st February 2017 at 7.00pm**
at 80 Hewell Road, Barnt Green, B45 8NF

The meeting is open to the press and members of the public. Residents of Barnt Green parish may take part during the adjournment of the meeting (agenda item 17/20 below) to put questions or raise concerns regarding matters on this agenda or for future consideration.

Agenda

17/17 Apologies

To receive apologies and to approve the reason for absence.

17/18 Declarations of Interest: Councillors are reminded-

- a) 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 (as required via Localism Act 2011, s33) are to be handed to the Executive Officer 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.

17/19 To consider any dispensations received in writing from parish council members.

17/20 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)

17/21 Adoption of previous minutes

To approve adoption of the minutes of the parish council meeting held 04/01/2017

17/22 Chairman's Report

The Chairman will provide a report.

17/23 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.

17/24 Finance

- (i) To note the current financial position and bills for payment
- (ii) To agree appointment of independent internal auditor

17/25 Committee, Working Party and Members' reports on meetings attended

- a) Fun Run: Cllrs EG, RC, CH to report
- b) Motor festival Working Party: Cllrs EG, RC, CH to report
- c) Meeting with Centres Manager, Cheryl Welsh: Cllrs RC and CH to report
- d) Joint parish councils meeting with MP: Cllr RC to report
- e) Any other meeting attended

17/26 Events

- a) Review 2016 Christmas lights and plan for 2017 Lights Event.
- b) Summarise events agreed for 2017, establish budget and agree delegation of spending to the Executive Officer up to the budget allowance for each event

17/27 Environment & Community Wellbeing

- a) To be updated on road closure Kendal End Rd/Bittell Rd/Fiery Hill Rd junction which is adversely impacting on locality, and consider if measures can be taken to reduce harm.
- b) To agree to consult community on installation of outdoor gym equipment at playing field
- c) To consider items raised during previous meeting:
 - Bi) Parking in Hewell Road
 - Bii) Tree at junction of Bittell Lane / Bittell Road
 - Biii) Flat roof canopy to shops 26 – 32a Hewell Road
 - Biv) The Longlands “Parking Reserved for Residents Only” sign
- d) To note approach from BARN regarding Local Transport Plan and BURT possibilities

17/28 Communications

- a) Website upgrade plans: Cllr J Jellie to report (short presentation)
- b) To consider items for the next Bulletin; to be ready for delivery on 24/02/2017

17/29 Planning

- a) To receive and note draft minutes of Planning Committee meeting held 25/01/17
- b) To comment on consultations received since planning committee meeting:

Log no. 58	16/1074	10 Cherry Hill Drive	
Demolition of attached self-contained apartment and construction of two detached dwellings, two detached garages, associated drive and new vehicle access			
Log no. 59	17/0026	45 Fiery Hill Road	Single storey rear extension with internal alterations.

- c) To note reference copy of Bromsgrove DC Adopted District Plan 2011-2030 is available in the parish council office during normal working hours

17/30 Governance

- a) To appoint a working party to review the council’s Internal Controls and Financial Regulations, ascertain a policy for dealing with reserves and balances, review all contracts and propose an annual Action Plan for full council approval in March.
- b) To review and agree the following employment policies:
 - i) Disciplinary Procedure
 - ii) Grievance Procedure
 - iii) Equal Opportunities
 - iv) Sickness Absence Policy

17/31 Consultations

To consider response to:

- Local Transport Plan, Worcestershire County Council (closes 17/03/2017)
- Future of acute hospital services in Worcestershire (closes 30/03/2017)

17/32 Staffing

The meeting will resolve to be closed to the public to allow for notification to members and discussion of matters relating to staff, public discussion of which would be contrary to the employer’s commitment to fair process and therefore not in the public interest.

Public Bodies (Admission to Meetings) Act 1960

- a) Chairman to report on Staff Appraisal and consider review of salary scale and bench-marking of current staffing position

17/33 Future Meetings and Items for future agendas

Councillors will be reminded of meetings to be attended and may use this opportunity to raise items for future agendas.

Annual meetings dates are as follows: Annual Parish Meeting – 26/04/2017

Annual Parish Council Meeting – 03/05/2017

17/34 Date and Venue of Next Meeting

Wednesday 1st March 2017 at 80 Hewell Road



Gill Lungley
Executive Officer
26/01/2017

Council Members: R Cholmondeley (Chairman), C Hotham (vice-Chairman),
R Briggs, E Gumbley, J Jagger, J Jellie, P Perry, S Whitehand