

# Barnt Green Parish Council

## Minutes of the Parish Council meeting held at 80 Hewell Road, Barnt Green on Wednesday 4<sup>th</sup> November 2015 at 7.00pm

**Present:** Cllrs R Cholmondeley (Chairman), C Hotham (vice-Chairman)\*, R Briggs, E Gumbley, J Jellie, S Whitehand

**In attendance:** 2 members of the public  
Gill Lungley (Executive Officer)

### 86 Apologies

\*Cllr C Hotham had submitted apologies for lateness due to his role as district council ward member and he arrived during agenda item 94.

### 87 Declarations of Interest

- a) The requirement to keep the Register of Interests updated was noted.
- b) and c) The need to declare Disclosable Pecuniary Interests and Other Disclosable Interests was noted.
- d) That dispensation requests are to be in writing was noted.

### 88 Requests for dispensation

No requests for a dispensation had been submitted

### 89 Adjournment of meeting to hear from:

- a) **Members of the Public:** no requirement to speak.
- b) **County Councillor:** Peter McDonald had sent apologies for non-attendance.
- c) **District Councillor:** it was agreed to defer this item until Cllr C Hotham arrived (see end note to minute no. 94)

### 90 Minutes of the last meeting

The draft minutes of the Parish Council meeting held 07/10/2015 were agreed a true record and signed by the Chairman.

### 91 Chairman's Report

Cllr Cholmondeley reported:

- Cllr Rachel Banner had resigned from the parish council;
- New bicycle racks have been installed at the railway station car park.

### 92 Decisions taken by the Executive Officer since last meeting and updates

The Executive Officer had provided a written report, as attached.

With regard to item 81e of the report (Christmas Lunch) Cllr R Cholmondeley stated that after this year it was unlikely the event would continue in its present format and will be reviewed.

### 93 Closure of footpath no. 500

There had been no response yet to the parish council's letter to Network Rail querying the reasons for closure of the foot-crossing. County councillor P McDonald was to meet with NR representatives and county council officers on 6/11/2015 but had already made it clear that renewal of the footpath closure would not be automatic.

### 94 Parking issues Hewell Road inc Green Bank, Orchard Croft, Poplar Drive

A resident of Green Bank had requested parking signs asking drivers to respect residents. It was noted that the school had put out signs along similar lines which had been heeded, the police had attended for a while, and that not all anti-social parking was school-related since problems occurred during half-term with commuter parking in these roads and residents parking across the pavements.

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It was agreed to not provide parking awareness signs and continue to assess the situation for possible long-term solutions.

Cllr Hotham arrived and members agreed to re-visit agenda item 89c) for the District Councillor's report as follows:

- i) Bromsgrove DC have the keys to their new office building (Parkside) but as yet no definite moving-in date;
- ii) At that evening's Cabinet meeting it had been agreed to broaden the remit of the Town Centre Regeneration Manager to incorporate the larger out-lying centres of the district, including Barnt Green.

## 95 Neighbourhood, Planning and Environment, Cllr S Whitehand

- a) Committee meeting held 13/10/2015: the meeting had been attended by Bromsgrove DC's Senior Strategic Planning Manager, Mike Dunphy. The outcome of the meeting had been concern that the only way to make the proposed plans happen is to allow major development. The overriding concern is the uncertainty of the status of the District Local Plan and where the Barnt Green Neighbourhood Plan fits into the timings of this, knowing there is to be a Green Belt review 'at some point'.
- b) To consider the parish council's response to planning consultations received since last meeting:-

Log no.	App no.	Address	Development Proposal	LPA Decision
011	15/0893	Sycamore House, 2B Bittell Lane	Single storey extension to side and rear.	Pending

Comment: No objection, all work to be in keeping and would like to see suitable on-site arrangements for displaced car parking.

**With regard to 15/0652 (log005)**, the application by CALA Homes to amend the approved re-alignment of Fiery Hill Road, Bromsgrove DC's planning committee had deferred making a decision to allow for more detailed investigation of speed data and evidence.

**With regard to 15/0823 (log009)**, proposal for below-ground apartment at Woodlands, Fiery Hill Road – the parish council's comment had been submitted and the application is pending.

- c) **Informal Parking Survey**, Fiery Hill Road/Oakdene Drive: Cllr E Gumbley is undertaking a two-week daily survey of vehicles parked on FHRoad and Oakdene Drive now that works have finished at Barnt Green station.
- d) **Proposal to install bus shelter lighting, Hewell Road.** The EO will obtain a quote from the street lighting contractor.
- e) **National (NALC) Survey requesting parish councils are given third-party rights of appeal to planning decisions.** Members agreed they would complete the on-line survey individually and advertise the petition more widely.

## 96 Events

- a) **Christmas Lights:** carol-singing and appearance of Father Christmas planned for Friday 4<sup>th</sup> December from 5pm at Millennium Park with phased lights 'switch-on' to follow the procession along Hewell Road to the First School.
- b) **Sport Relief Mile 2016:** to take place on Sunday 30<sup>th</sup> March 2016. The Barnt Green Chuggers will be leading this event, with support from BGPC via provision of portaloos, insurance, Child Protection Policy and parking arrangements.
- c) **Shindig Theatre** – 'The Origin of Species' on 16<sup>th</sup> April 2016 and
- d) **Open Gardens** – on the weekend of 2<sup>nd</sup> and 3<sup>rd</sup> July 2016 – to be kept updated. Mrs R Banner would be invited to attend PC meetings to update members on progress.

## 97 Communications

- a) **Winter Bulletin:** It was agreed to include the bdht (Bromsgrove District Housing Trust) survey relating to Digital Inclusion. Members were reminded copy needed by 11/11/2015.

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- b) **Website:** It was agreed to seek tenders to work on upgrading/renewing the website and include news of this in the next newsletter.
- c) **Consultation response:** Bromsgrove DC were consulting on their Draft Sex Establishment Licensing Policy; it was agreed to pass no comment on the policy.

## 98 Governance

- a) **Training Policy** It was agreed to adopt the Training Policy and
- b) Members agreed to complete the training analysis of needs, to be sent to them by email as a word document.
- c) **Policy Review calendar:** it was agreed to consider this at the next PC meeting.

## 99 Finance

- (i) The update on current finances provided by the Responsible Financial Officer was noted; included below. A slight revision of the approval procedure was suggested and would be enacted by the three signatories to provide assurance the invoices presented for payment match the online payments.
- (ii) **Annual Plan/Report:** Cllrs R Cholmondeley and J Jellie had met 22/10/2015 to discuss the year's plan in relation to the budget for 2015/16 with a view to setting the budget for 2016/17.
- (iii) **Annual Budget** preparation; the Annual Plan/Report had been circulated to members and would form the basis for setting the 2016/17 budget at the parish council meeting in December and agreement on precept in January (subject to advice from Bromsgrove DC).

## 100 Councillors' reports and items for future agendas

- (i) Report on meetings attended –  
Cllrs J Jellie and S Whitehand had attended the Community Emergency Planning Forum at Bromsgrove DC on 28/10/2015 where it was recommended that parish councils produce a policy. **It was agreed** that Cllr J Jellie would progress this policy.
- (ii) Members were advised of the following events:
  - Training, various dates
  - WorcsCALC AGM 25/11/2015 at County Hall, Worcester (to be attended by Cllrs RC & SW)
  - Bromsgrove Area CALC committee meeting 09/12/2015
- (iii) Report minor matters of information not included elsewhere on the agenda –
  - a) Cllr C Hotham reported requests for support from the District Councillors' Fund were to be submitted to Bromsgrove DC by 7/12/2015.
- (iv) Items for future agendas, to include provision of councillors' surgeries.

## 101 Date and Venue of Next Meeting

The next meeting will be held on Wednesday 2<sup>nd</sup> December 2015 at 80 Hewell Road.

This meeting ended at 9.00pm.

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Chairman

2<sup>nd</sup> December 2015

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Payments agreed at the meeting held 4<sup>th</sup> November 2015  
Minute no. 99(i)

Vno.	Reason for payment	Receipts	Payments		
			Gross	VAT	Net
	September sub-total b/f		<b>1,621.25</b>	<b>135.49</b>	<b>1,485.76</b>
	totals for year to date b/f	<b>33,029.40</b>	<b>29,575.95</b>	<b>2,639.38</b>	<b>26,936.57</b>
v94	monthly salary, September		1,547.25		1,547.25
v95	PAYE and NI for Jul, Aug, Sept		412.76		412.76
v96	Office quarterly rent to 25/12/2015		1,237.50		1,237.50
v97	Office service charge fye 31/03/2015		375.28		375.28
v98	Reimburse cash payment to entertainer		100.00		100.00
v99	Bank interest	0.59			
v100	Bank interest	5.39			
	sub total for September	<b>5.98</b>	<b>5,294.04</b>	<b>135.49</b>	<b>5,158.55</b>
	Totals for financial year to 30/09/2015	<b>33,035.38</b>	<b>33,248.74</b>	<b>2,639.38</b>	<b>30,609.36</b>
v101	Portable toilet hire		144.00	24.00	120.00
v102	Room hire (Shindig)		50.00	-	50.00
v103	Room hire, parish council meeting		20.00	-	20.00
v104	Street light replacement parts		142.50	23.75	118.75
v105	Office electricity		195.05	9.28	185.77
v106a	unmetered supply, st lights		209.34	34.89	174.45
v106b	unmetered supply, st lights		11.74	0.55	11.19
v107	PC website		58.00	-	58.00
v108	Grass cut and grounds maintnce, Sept		273.43	45.57	227.86
v109	monthly salary, October		1,089.05	-	1,089.05
110	Shindig tickets - cheques	143.50			
111	Shindig events - cash	368.50			
112	Half-year precept	28,600.00			
v113	Wheelie bin stickers, 30mph		210.00	-	210.00
v114	office telephone, September		16.99	2.83	14.16
v115	Replace/repair lighting, Millennium Park		65.34	10.89	54.45
v116	Monthly retainer, street lighting		264.00	44.00	220.00
v117a	Millennium Park mowing		108.00		108.00
v117b	Village verges, Hewell Road		56.00		56.00
v118	Parker's Piece bins		143.80	23.96	119.84
v118	Millennium Park bins		71.90	11.98	59.92
v119	Clerk's conference attendance, share		118.46		118.46
v120	Stationery		22.49	3.75	18.74
v121	Lengthsman, quarterly charge		500.00		500.00
v122	Shindig performance 2/10/15		400.20	66.70	333.50
v123	Street light replacement parts		44.58	7.43	37.15
	sub-total Oct 2015	<b>29,112.00</b>	<b>4,214.87</b>	<b>309.58</b>	<b>3,905.29</b>
	Totals for financial year to 31/10/2015	<b>62,147.38</b>	<b>37,463.61</b>	<b>2,948.96</b>	<b>34,514.65</b>