

Barnt Green Parish Council

Minutes of the Parish Council meeting held at 80 Hewell Road, Barnt Green on Thursday 28th July 2016 at 7.00pm

Members present: Cllrs R Cholmondeley (Chairman), R Briggs, E Gumbley, J Jellie,
S Whitehand (*arrived during minute no. 16/109) (2 vacant seats)

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

The Chairman welcomed all to the meeting.

16/106 Apologies

Cllr C Hotham (vice-Chairman)

16/107 Declarations of Interest

There were no declarations of interest.

16/108 Consideration of dispensation requests

No dispensation requests had been submitted in advance of this meeting.

16/109 Adjournment of meeting to hear from:

a) Members of the Public:

*Cllr Whitehand arrived during this item.

Hewell Road resident: spoke of the need for better footpath lighting between doctor's surgery at 82 Hewell Road and the centre of the village. The matter was considered later in the meeting at minute no. 16/117g.

b) **Worcs County Councillor: Peter McDonald** had sent apologies for non-attendance.

c) **Bromsgrove District Councillor: Charles Hotham, Barnt Green & Hopwood ward** had sent apologies for non-attendance and comments relating to:

1. New Leader at Bromsgrove DC is Coun. Geoff Denaro, Coun Kit Taylor as deputy.
2. Bromsgrove District Plan – consultation period on the Inspector's modifications will run for 8 weeks rather than 6 to allow for holidays.
3. Balanced budget - No progress on this or a sustainable medium term financial plan.
4. Dolphin centre - Work starts in mid-August.
5. Parkside – (BDC new offices) Questions relating to stamp duty costs.

16/110 Minutes of the last meeting

The minutes of the Parish Council meeting held 15/06/2016 were agreed a true record and signed by the Chairman.


16/111 Chairman's Report

Cllr Cholmondeley reported that the parish is looking much tidier than it did this time last year, due in part to the grass verges being cut regularly.

16/112 Updates and Decisions taken by the Executive Officer (EO) since last meeting

CALA/Foxhills development	Cllrs Cholmondeley and Hotham had met with solicitor to progress the agreement. Separately the EO had confirmed to Cala that the PC did not intend to adopt the attenuation pond; it is expected that Severn Trent Water intend to adopt the pond.
RoSPA inspection	The gate stop into the play area at Millennium Park is to be relocated.
Bollards	The new (replacement) bollards in Hewell Road have been installed.

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Flagpole	EO has no progress to report: item to be removed.	
Meeting with village retailers	The date of the meeting to be held with the Town Centres Manager, Cheryl Welsh is 09/08/2016, 5pm in PC office.	
Repairs to play equipment	EO has arranged for repairs in Millennium Park to the over-head hand rail on the climb equipment and to a small hole that has appeared in the rubber safety surfacing. Total cost £310	
Office keys and safety (Risk Management)	One full sets of spare keys to the doors (£15) and spare keys to the filing cabinets have been purchased £23.33, to ensure security of documents when the office is hired out. The Chairman has been given an ICE envelope to be opened only In Case of Emergency.	
	Youth Transformed: via the Baptist Church a group of youth volunteers had asked to be given a work project that would be of benefit to the community. They were given the task of cleaning the street furniture along Hewell Road on 26/07/2016; they were provided with hi-viz jackets and gloves which the EO had purchased (£16.64) and buckets, cloths, brushes etc.	
Shadow clerk	A fellow clerk, newish, has asked to shadow the EO in August.	
General correspondence received and circulated to members	<ul style="list-style-type: none"> • West Mercia PCC • Community First e-bulletin • Network Rail FOI request • Highways sign clearance programme • Woodvale division update • M5 j4a - j6 improvements schedule • Wellbeing in partnership 	<ul style="list-style-type: none"> • Local Councils EXPO at Chateau Impney 09/09/2016 • Commercial ads including stone cycle stands • Healthy Minds Service • SNT report for June • Scrap Metal Dealers policy for BDC • Superfast Broadband update
Visits / calls to the office by residents and members of the public	<ul style="list-style-type: none"> • A resident requested (dated) map, or copy, showing house name • Rev Sheri Gidney, new curate for St Andrews • Concerns about the condition of steps to rear of Chinese takeaway • Cherry Hill Drive resident asked to know who owns the copse • Blackwell Road resident email asking for Children Crossing sign • Resident visited office re Sandhills Lane water splash and leak (18/07/16) 	

16/113 Co-option update

No progress has been made regarding filling the council vacancies.

16/114 Finance

- i. Members reviewed the current financial position to 30/06/2016 including first quarter comparison of budget to actual receipts and payments and noted the overspend on 'Events'. Receipts and payments for June and July are as listed on page 73; the bank reconciliation to 30/06/2016 was noted.
- ii. Members noted the Alto card (pre-paid debit card operated by the Executive Officer) facility was to be withdrawn by the bank; the alternative being offered by the bank would involve a monthly charge. It was agreed to consider in due course.
- iii. The external audit period has ended and the auditor's (Grant Thornton) report is now due.

16/115 Committee and Working Party reports

- a) **Planning Committee** The committee meeting held on 28/06/2016 was noted.
- b) **Neighbourhood Plan** Cllr S Whitehand had forwarded the first draft documents to members; the Economy section has yet to be completed and further work on 'housing' is needed. The Plan must conform to both the National Planning Policy Framework and to the District Council's Local Plan and 'go beyond' for instance with regard to identifying new housing numbers and potential new sites. The sustainability issue is key.

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- c) **Recreation and Environment** Members agreed to arrange to meet to tour the parish to check on the condition of the environment including Parker's Piece and Millennium Park. It was noted that as part of the upgrade work to the railway system Network Rail are to start pile-driving on the four Saturdays in August, starting 06/08/2016. There was a query regarding the progress of plans put forward in 2014 by Severn Trent Water regarding a relief sewer for Twatling Road / Fiery Hill Road.
- d) **Finance and Staffing** Cllr E Gumbley agreed to carry out the quarterly check on the parish council's accounts.
- e) **SmartWater** A decision on whether to provide SmartWater marking fluid to all houses in the parish would be taken after the next PACT meeting (September).

16/116 Events

a) **Open Gardens 2nd & 3rd July**

The community event was a success and enjoyed by many visitors; total raised to support 3 local charities was just over £5,000. Members recorded thanks to the organisers Rachel Banner and Maureen Frowley and to the residents who opened their gardens to the public. The winners of the best-dressed window were (1st) Oasis, (2nd) Allan Morris, (3rd) Acorns.

b) **Community Walk, 24th September**

It was hoped to provide laminated maps for each of the three walks; the format would follow that of previous years and Cllr Cholmondeley would be liaising on behalf of the council with support from members. It was suggested that a brass band could be approached to provide music.

c) **CALA Homes offer of sponsorship**

Cala had offered to sponsor the Christmas Lights; it was agreed to ask for support for the children's design competition, as promoted by Blachere, Christmas light suppliers.

d) **Items carried forward:**

Barnt Green fun-run; Shindig theatre.

16/117 Environment and Community well-being

a) **Request for litter bin**

It was agreed to provide a litter bin on the footpath between Fiery Hill Road and Cherry Hill Road leading to Pinfield Wood, as requested by the Lickey Rangers; this was subject to confirmation of arrangements for regular emptying and specific site. The cost of the 85 litre capacity bin requested would be £240.80 +VAT.

b) **Barnt Green station**

Members had met on 28/06/2016 with the Head of Cross City Services to discuss the condition of Barnt Green station and improvements required.

c) **Cofton Footpath (closed)**

Network Rail sponsor has confirmed 'the funding has been subject to re-authority' – it is thought this refers to installation of a footbridge over the railway to replace the closed path.

d) **Volunteers (Duke of Edinburgh scheme)**

The two volunteers had completed their six-month period of activity; there was a question over sufficient monitoring of the activity and future approaches would be subject to review.

e) **Flood concerns**

It was noted that the stream to the rear of houses on south-side of Bittell Road, to the east of Bittell Lane needed attention; Tom Curwell of North Worcs Water Management is aware.

f) **Millennium Park**

It was agreed to arrange for the removal of three dead trees in the park area.

g) **Street Lighting**

The street lighting contractor will be asked to provide an idea of costs for better footway illumination along Hewell Road.

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h) On-street car parking

The Chairman had met with a resident of Oakdene Drive and the County Councillor to discuss on-street car parking in the Fiery Hill Road area. It was stated that the County Council will only install parking restrictions where necessary to ensure safety on the highway. The Chairman confirmed the parish council is looking at possible solutions including provision of off-road parking space elsewhere in the parish.

i) Commuter car park

The Agreement with Cala Homes had been signed by the Chairman and vice-Chairman.

j) Footpath clearance

Simon Richards, Parish Footpath Officer had cleared footpath no.507 by the Scout Hut with help from the Parish Footpath Officer for Cofton Hackett.

k) Commuter Rail Information Day

The Chairman had attended this event in Birmingham where he had spoken with a variety of Network Rail associates on the current issues.

l) New Homes Bonus (NHB) Funding

The Bromsgrove DC NHB fund was open for applications until 29/07/2016.

It was agreed to apply for funding of up to £455 to support the installation of bicycle stands in the village centre.

m) Lengthsman issues

Lengthsman has been asked to attend to overhanging vegetation in Sandhills Green and Aqueduct Lane and to debris washed down from Cherry Hill Road. A query was raised about responsibility for the hedge alongside Hewell Road/Green Bank.

16/118 Planning

a) Current applications:

Log no. 035 App ref: 16-0319 10 Cherry Hill Drive	Demolition of attached self-contained apartment and construction of three detached dwellings, two detached garages, associated drive and new vehicle access to existing dwelling.
<p>PC Comment: The Parish Council would recommend refusal of this application as follows:</p> <ul style="list-style-type: none"> - The site is located within the established Barnt Green Conservation Area - The proposal seeks to increase the density of the Conservation Area. - There is no related Statement of Significance - There is no Design and Access statement - This represents backfill development the like of which has not been seen in this immediate vicinity before and would therefore set a precedent as well as affecting the character of the Conservation Area - With the addition of three 2-car garages to the site, the proposal has the potential to introduce a minimum of six extra vehicles to this quiet access road and with each proposed house having five bedrooms there is potential for considerably higher number of vehicles using the access road. - The access road is a single carriageway and has no passing points. - Not only is the access road barely capable of accommodating extra traffic, but the access onto Fiery Hill Road is a danger due to the blind bend to the south and parked cars (for the railway station) opposite the access point. With increased number and frequency of vehicles into & out of Cherry Hill Drive, the likelihood of road traffic accidents will increase. - The first proposed house, due to its siting, will contravene the 40⁰ rule with regard to the existing neighbouring property. 	
Log no. 036 App ref: 16-0638 1 Fiery Hill Road	Conversion of existing ground floor flat to 2 x one bedroom flats and construction of 2 storey extension incorporating two flats – Renewal of previous planning permission granted 16/07/13
<p>PC Comment: Planning permission has already been granted for this proposal in 2013. Would it be correct to assume that applications for the same site that were submitted since July 2013 will have been granted or refused on the assumption this proposal would be progressed? Therefore, the Parish Council has no objection but asks for assurance there will be adequate on-site parking provision for the increased number of residents.</p>	

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Log no. 037 App ref. 16/0723	47 Fiery Hill Rd Redevelopment of site to create 4 apartments
PC Comment: The Parish Council has concerns about the potential increase in number and frequency of vehicles entering and leaving the site, their safe egress and the impact on the adjoining road, Fiery Hill Road. It is believed the increased number of journeys into and out of the site will be detrimental to all using this road due to the blind bend to the south and parked cars (for the railway station) on both sides of the road. Also this site is downhill of the blind bend at a point where cars may be travelling at more than the 30mph speed limit. Residents' parking must be catered for on-site with no expectation of on-street parking. Concerned also about the increased density of use of the site within the Barnt Green Conservation Area; the density use will be quadrupled. The council notes this will affect the character of the Conservation Area.	

- b) The parish council's comments submitted via delegation to the Executive Officer regarding log 034, Application ref. 16/0383 – application for dropped kerb at 64 Hewell Road were noted.
- c) Neighbourhood Planning within the district: **It was agreed** to meet with neighbouring parish councils to discuss the wider context of future housing development across the district, as suggested by Hagley Parish Council.

16/119 Governance

- a) Freedom of Information and Press and Media Policies
It was agreed to adopt the policies relating to (1) Freedom of Information and (2) Press and Media.
- b) Community Engagement Policy
Several changes were required to the draft policy before adoption.
- c) Bromsgrove DC Consultation on Scrap Metal Policy
Comments raised would be forwarded to the consultation.
- d) Items for next parish council newsletter
Members would submit items in due course; deadline being 10/08/2016.

16/120 Future Meetings and Items for future agendas

- Bromsgrove Area CALC committee meeting Wednesday 14th September
 - Bromsgrove District community emergency planning forum Weds 12th October
- a) There was concern about the state and appearance of the flat roof over the entrances to the row of shops at 26 – 32a Hewell Road.

16/121 Date and Time of Next Meeting

The next parish council meeting will be on Wednesday 7th September 2016 at 80 Hewell Road, starting at 7.00pm.

This meeting ended at 9.15pm.

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Chairman

7th September 2016

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Minute no. 114(i)

Jun-16						
pay method	v. no.	RECEIPTS	reason for receipt/payment	Gross	VAT	Net
BACS	v046		newsletter printing	245.00		245.00
s/o	v047		grass cutting at pfield and village	273.43	45.57	227.86
BACS	v048a		play equipment check & litter pick, MP	60.00		60.00
BACS	v048b		play equipment check & litter pick, PP	60.00		60.00
d/d	v049a		unmetered supply, lighting	202.66	33.77	168.89
d/d	v049b		unmetered supply, lighting	11.51	0.54	10.97
BACS	v050a		Millennium Park mowing	168.00		168.00
BACS	v050b		Village verges mowing	28.00		28.00
s/o	v051		office rent, 3 months to end Sept 2016	1,237.50		1,237.50
d/d	v052		staff pension (May)	153.70		153.70
Rcash	v053/R10	50.00	cash-back, deal for new business			-
cash	v053		tape for repair to play equipment	4.99		4.99
cash	v053		spare key to office;	6.00		6.00
cash	v053		car parking for attendance at seminar	5.00		5.00
BACS	v054		office stationery	41.15	6.86	34.29
Rchq	v055/R11	600.00	contribution towards bollard replacement			-
s/o	v056		Street lighting maintenance, June	264.00	44.00	220.00
BACS	v057		Administration / salary plus backpay	1,042.45		1,042.45
BACS	v058		PAYE and NI for first quarter	521.07		521.07
s/o	v059		Website support	58.00		58.00
BACS	v060/R12	0.64	credit interest			-
BACS	v061/R13	2,953.83	VAT reimbursement			-
d/d	v062		Office phone and broadband, June	9.30	1.55	7.75
	v063	14.34	credit interest			-
						-
						-
		3,618.81	total for month as at 30/06/2016	4,391.76	132.29	4,259.47
		34,338.51	total for year to 30/06/2016	20,419.02	1,975.29	18,443.73
Jul-16						
BACS	v064		strim to Parkers Piece benches etc	45.00	9.00	36.00
s/o	v065		grass cutting at pfield and village	273.43	45.57	227.86
ALTO	v066	-	card load fee	0.50		0.50
ALTO	v066	-	greetings cards	4.68		4.68
ALTO	v066	-	postage stamps	17.16		17.16
ALTO	v066	-	anti-virus software	37.49	6.25	31.24
ALTO	v066	-	flower display for Open Gardens	30.00		30.00
d/d	v067	-	Office electricity, 2nd quarter	107.71	5.12	102.59
d/d	v068a	-	Street lighting energy, continuous	11.74	0.55	11.19
d/d	v068b	-	Street lighting energy, dusk-to-dawn	209.42	34.90	174.52
BACS	v069a	-	Millennium Park grass cut	112.00	-	112.00
BACS	v069b	-	Hewell Road verges cut	56.00	-	56.00
BACS	v070a	-	Hanging baskets	740.00	123.32	616.68
BACS	v070b	-	Planters re-fill, plant and plants	456.80	76.13	380.67
BACS	v071	-	Contribution to Open Gardens	297.78	27.35	270.43
BACS	v072	-	Repairs and maintenance, st lighting	139.26	23.21	116.05
BACS	v073/R15	500.00	Lengthsman repayment	-	-	-
BACS	v074	-	Administration / salary plus owed April	1,044.30	-	1,044.30
d/d	v075	-	staff pension (June)	149.23	-	149.23
s/o	v076	-	Street lighting maintenance Monthly ret	264.00	44.00	220.00
d/d	v077	-	office telephone and broadband	9.00	1.50	7.50
						-
		500.00	total for part-month 21/07/2016	4,005.50	396.90	3,608.60
		34,838.51	total for year to 21/07/2016	24,424.52	2,372.19	22,052.33