

Barnt Green Parish Council

Minutes of the Parish Council meeting held at 80 Hewell Road, Barnt Green on Wednesday 7th September 2016 at 7.00pm

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

16/122 Apologies
Not required

16/123 Declarations of Interest

Cllr R Cholmondeley declared an Other Disclosable Interest in agenda/minute no.134 (log no.41) for the reason that his sister is the school's head teacher.
Cllr C Hotham declared an Other Disclosable Interest in agenda/minute no.134 (log no.41) for the reason that he is a school governor and responsible for the proposed plans.
Since the above declared interests relate to a planning matter both members had to leave the room during discussion of it and did not take part in the meeting at that point. Cllr E Gumbley took the chair for discussion of that item.

16/124 Consideration of dispensation requests
No dispensation requests had been submitted in advance of this meeting.

16/125 Adjournment of meeting to hear from:

a) **Members of the Public:**

- 1) Blocked drains concerns. Referred to County Councillor
- 2) Fiery Hill Road realignment concerns. Cllr C Hotham explained background.
- 3) Bittell Road speeding concerns. Members noted recent speed survey.

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

c) **Bromsgrove District Councillor: Charles Hotham, Barnt Green & Hopwood ward** commented as follows:

1. New Homes Bonus applications have been considered by BDC Cabinet with that for Barnt Green Parish Council approved and forwarded to full council for ratification. Further discussion at BDC suggested any remaining NHB funds should be available for re-application by those who had been less successful.
2. Bromsgrove Town Centres manager, Cheryl Welsh has visited Barnt Green.
3. Rail Squeal – the noise continues despite attention by rail maintenance teams.

16/126 Minutes of the last meeting

The minutes of the Parish Council meeting held 28/07/2016 were agreed a true record and signed by the Chairman.

It was noted that the reference to "40" in minute no. 16/118a, log035 should be "45".

16/127 Chairman's Report

The District Plan is nearer to adoption; the Chairman is to attend a meeting at Hagley PC for parish councils to discuss future development in Bromsgrove district.

16/128 Updates and Decisions taken by the Executive Officer (EO) since last meeting

CALA/Fiery Hill Road development	Concerns noted that the sales team on site are promoting the car park for residential parking (rather than making clear it is intended
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Barnt Green Parish Council

	for use by commuters); concerned this may mislead potential residents and cause problems in the future.
RoSPA inspection	The gate stop into the play area at Millennium Park has been re-sited. This item is now closed.
Meeting with village retailers	See report at item 131(a).
Repairs to play equipment, Millennium Park	Repairs to the over-head hand rail on the climb equipment and the hole in the rubber safety surfacing have been completed.
Use of Social Media	Discussed at the previous meeting, more consideration needs to be given to the subject to ensure the chosen route is acceptable.
Hanging baskets	Hot summer has meant the plants have declined early. Council must consider what to do for next year. EO is to place order for winter planting in the Hewell Road & park planters.
Street light not working	The light is in Green Bank and is due to corroded parts which will be replaced by the maintenance contractor.
Verge on Hewell Road	WCC confirm the hedge and verge between Rose Terrace and Green Bank is looked after by BDC
Barnt Green Bulletin	Newsletter for Autumn 2016 has been printed; delivery complete.
Dead trees, Millennium Park	The three dead trees have been removed.
Litter bin, Cherry Hill Drive path	Lickey Hills Society, who requested BGPC support for the bin are awaiting response to New Homes Bonus grant application
Severn Trent Water	No plans for further works after sewer investigation works in Fiery Hill Road in July 2014. (Follow up to enquiry by SW)
New phone service: "105"	From 6 th September anyone suffering a power cut will be able to call '105' to both report the fault and receive information about it.
World Scout Moot Fundraising	Reported for information: The 19-year old scout leader of a Redditch-based cub group wrote to BGPC asking for funding to support her attendance at the 15 th World Scout Moot, in Iceland. EO advised Parish Councils are unlikely to sponsor individuals and those with no connection to the parish.
Dates for site visits	Members are to attend two site visits: 1) Millennium Park and Parker's Piece on 15/09/2016 & 2) Whole village tba.
Matters carried forward	<ul style="list-style-type: none"> - SmartWater campaign (awaiting response from PACT meeting) - Barnt Green station (funding for lifts has been confirmed) - Railway crossing Cofton path (footbridge funding confirmed) - On-street car parking.
<p>General correspondence received and circulated to members</p> <p>Regular correspondence:</p> <ul style="list-style-type: none"> • WorcsCALC update newsletters • BDC Weekly planning lists • Police & Crime Commissioner 	<ul style="list-style-type: none"> • Invite to BDC Chairman's annual civic service • Wellbeing in Partnership newsletter • Community First E-Bulletin • Police SNP Crime and incident reports • Invite to BDC Chairman's Charity Caribbean Night • Notification of various road closures re Twatling Rd, Cherry Hill Road, Fiery Hill Road • Notification of consolidation of speed limits • Safer West Mercia Plan consultation • Bark in the Park event in Worcester 10/09/2016 • Tesco Bags of Help funding
Visits / calls to the office by residents and members of the public	<ul style="list-style-type: none"> • Concerns re speeding in Cherry Hill Road and lack of barrier between Cherry Hill Drive footpath and Pinfield Wood access

Barnt Green Parish Council

16/129 Co-option update

Two potential candidates had applied for an application form.

16/130 Finance

- i. Receipts and payments for July/August are as listed on page 79; the bank reconciliation to 31/08/2016 was noted.
- ii. Following withdrawal of the pre-paid debit card facility at Unity Trust it was agreed to pursue the possibility of the Executive Officer applying for a credit card that would be used solely for parish council purchases of less than £300.
- iii. The external auditor's report (Grant Thornton) had been received; two comments were noted, ie 1) to ensure the year end figure was re-stated by £300 in the next Annual Return (to rectify the incorrect inclusion of an internal transfer) & 2) the parish council must allow for the correct number of days' notice for public inspection (31 days had been given instead of 30 days).
- iv. Insurance Premium Tax was to rise by 0.5%.

16/131 Committee and Working Party reports

- a) **Village Centre improvements** Cheryl Welsh (CW), Bromsgrove district's Town Centres manager, had met with councillors and invited retailers on 09/08/2016 to discuss current issues and explore routes for progress and on 31/08/2016 she had toured the village with Cllr CH and the executive officer. Notes to both visits had been provided.
It was agreed to arrange a meeting with all village businesses in October to discuss plans for the Christmas lights and establish a working group to move forward.
- b) **Cala Homes** meeting held 24/08/2016 between Cala Homes representatives and Cllrs RC and SW (notes provided by Cllr RC). The meeting had been requested by Cala further to their intended planning application to vary condition no. 27 to planning consent ref 15/1057. A copy of the bond and s278 agreement would be forwarded to the parish council. Members noted that alterations to Kendal End Road to change the pavement from the north side to the south side were likely to take place over the Christmas period and **AGREED** to request no road closures during that time due to the deleterious impact such measures would have on local businesses.
With regard to the commuter car park Cala Homes are including in their development, members agreed to promote the use of the car park via newsletter, flyers, local press and face-to-face handouts.

16/132 Events

- a) **Community Walk, 24th September**
The plans are proceeding well for this event.
- b) **Christmas lights switch-on.**
Date yet to be confirmed with PTA, expected to be 2nd December; village retailers/business will be invited to meet to plan for the event.
- c) **Items carried forward:**
Barnt Green fun-run; Shindig theatre.

16/133 Environment and Community well-being

- a) **New Homes Bonus**
Bromsgrove DC Cabinet have approved funding of £455 for cycle racks in village centre; yet to be ratified by BDC full council meeting.
- b) **Footway lighting improvements**
A quote for a new footway light along Hewell Road and lights for the wall outside the parish council office had been received. It was suggested funding may be available in the future to support lighting improvements.
It was agreed, with regard to Hewell Road footway light improvement to collate more information on funding, style of light and contractor and with regard to immediate action to install two lights on the wall outside the parish council office, to illuminate the footpath and 2 lights nearer to the office doorway.

Barnt Green Parish Council

c) **Christmas Lights competition.**

It was agreed to accept the offer of sponsorship from Cala Homes to support the Christmas Lights competition whereby the winning design will be made up into a feature Christmas light by Blachere UK and integrated into the annual decoration of the village centre. The competition would be judged by a representative of Cala Homes, St Andrews Church and a parish councillor/school governor.

d) **Churchyard maintenance.**

St Andrews and St Michaels church had requested funding to support the maintenance of the churchyard at St Michaels, Cofton which, as there is no churchyard to St Andrews, is where residents of Barnt Green are entitled to be buried.

On the question of whether a regular annual maintenance grant of £250 should be made, the members' vote was one in favour, four against with one abstention.

On the question of whether a one-time only payment of £250 should be made, the vote was three in favour with three against. In keeping with custom, the Chairman's casting vote was to defeat the motion.

It was agreed to not provide any financial support towards the maintenance of St Michaels churchyard.

e) **Replacement bin, Parker's Piece**

The bin had been destroyed by fire; members would review during the planned site visit.

f) **Oak Tree, Millennium Park**

The deadwood needs to be removed and a tree surgeon has been asked to quote for the work.

g) **Car park publicity campaign**

This has been covered in minute no.16/131b above.

16/134 Planning

a) Current applications:

PC Log no. / BDC App. No	Address	Proposal
Log no. 038 / App ref: 16/0796	33 Fiery Hill Road	New garage, drive and crossover
<p>There appears to be confusion regarding which trees are to be removed – the plan is different to the arboricultural report. There is no objection to a new garage but the Parish Council would ask for clarity on which trees are to stay and which are to be removed.</p> <p>There is no objection to a new drive on the site, however with regard to the proposed crossover, due to the nearby railway station Fiery Hill Road is popularly used for commuter car parking. The installation of a dropped kerb and pavement crossover here will reduce the number of car parking spaces available thereby moving car parking to a different site further away from the station. The parish council would recommend refusal for the reason that the proposal will reduce the sustainability of the railway station (if people can't park nearby then they will not use the station). With regard to the removal of the hedge, this site is in the Barnt Green conservation area and the removal of the hedge would be detrimental to the area's character.</p> <p>There are concerns about the visibility splay – there will be cars parked on either side of the proposed access (commuter parking). It will be difficult to manoeuvre on entrance and egress due to the narrowness of the road at this point and it will be dangerous due to (1) the proposed new access being closer to the Hewell Lane junction than the existing access and (2) the downhill speeds of motorists using this road.</p>		
Log no. 039 / App ref: 16/0818	32 Sandhills Road	First floor extension over existing garage to side of dwelling
<p>The Parish Council does not object to this but notes the potential for the proposal to introduce a terracing effect and would ask for the retention of at least one metre's distance between the proposal site and neighbouring property.</p>		
Log no. 040 / App ref. 16/0793	33a Fiery Hill Road	Change of use from a flat linked to 33 Fiery Hill Road to a separate dwelling
No comment		
<p>The Chairman and vice-Chairman left the meeting room at this point, having declared their interests; Cllr E Gumbley chaired the meeting for the following item.</p>		

Barnt Green Parish Council

Log no. 041 / App ref. 16/0831	St Andrews C of E First School	Double decker bus to provide additional learning space
<p>The Parish Council has no objection to the application in principle but is concerned about the effect of the proposal on neighbouring properties (Poplar Drive) and would therefore ask for substantial screening and the planting of fast-growing trees which need to be of sufficient size to grow quickly and provide effective cover. It was noted that this application is a temporary remedy to capacity problems and the parish council would suggest that a more permanent solution should be considered for the future.</p>		
<p>The Chairman and vice-Chairman returned to the meeting.</p>		
Log no. 042 / App ref. 16/0800	1 Cherry Hill Drive	Part single part two storey rear extension; single storey front extension
<p>No objection</p>		

- b) Receipt of CALA Homes intention to submit planning application requesting 45 homes are allowed to be occupied before realignment work starts on Kendal End Road was noted.
- c) The recent listing of Barnt Green War Memorial at St Andrews Church was noted.
- d) That a consultation copy of the District Plan is available at the parish council office was noted. The consultation runs until 21/09/2016. This will be discussed at the Planning Committee meeting scheduled for 20/09/2016.

16/135 Governance

The need to establish a schedule of policy review and governance requirements was noted.

16/136 Future Meetings and Items for future agendas

- Bromsgrove Area CALC committee meeting Wednesday 14th September
- Bromsgrove District community emergency planning forum Weds 12th October

16/137 Date and Time of Next Meeting

The next parish council meeting will be on Wednesday 5th October 2016 at 80 Hewell Road, starting at 7.00pm.

This meeting ended at 9.30pm.

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 Chairman 5th October 2016

Barnt Green Parish Council

Minute no. 16/130(i)

from 21/07/2016 to 31/08/2016						
pay method	v. no.	RECEIPTS	reason for receipt/payment	Gross	VAT	Net
d/d	v077	-	office telephone and broadband	9.00	1.50	7.50
cash	v078/R16	2.00	postage reimbursement for walks lit.	-	-	-
cash	v078	-	batteries for laptop mouse, keyboard	3.68	0.61	3.07
cash	v078	-	buckets for volunteers cleaning	3.00	0.50	2.50
cash	v078	-	batteries for loud hailer, sports relief	6.33	1.13	5.20
s/o	v079	-	Website support	58.00	-	58.00
ALTO	v080	-	keys for office cabinets	12.28	2.05	10.23
ALTO	v080	-	hi-viz vests and gloves, volunteers	19.28	2.64	16.64
ALTO	v080	-	keys for other office cabinets	28.00	4.67	23.33
ALTO	v080	-	spare set of office keys	15.00	-	15.00
		-				-
		35,840.51	total for year to date	32,266.48	3,124.52	29,141.96
August		Receipts	Description	Payments Gross	Payments VAT	Payments Net
BACS	v081	-	Wet pour repair kit for Millennium Park	81.00	13.50	67.50
s/o	v082	-	Ground maintenance, July & environs	273.43	45.57	227.86
BACS	v083	-	Hedge cut at Parker's Piece	26.40	4.40	22.00
BACS	v084a	-	Millennium Park mowing, July	112.00	-	112.00
BACS	v084b	-	Hewell Road mowing of verges	28.00	-	28.00
BACS	v084c	-	Millennium Park beech hedge cut	60.00	-	60.00
BACS	v084d	-	Millennium Park tree trim	10.00	-	10.00
BACS	v085	-	Lengthsman's work, first quarter 16/17	500.00	-	500.00
BACS	v086	-	Gift voucher to RB re Open Gardens	29.90	-	29.90
BACS	v087	-	Cross bridge rope set, repair hand rail	291.00	48.50	242.50
d/d	v088a	-	St lighting energy, dawn to dusk	216.19	36.03	180.16
d/d	v088b	-	St lighting energy, continuous	11.98	0.57	11.41
BACS	v089	-	Laminating pouches, A4	10.21	1.70	8.51
BACS	v090	-	Copy paper, laminating pouches A3	22.93	3.82	19.11
d/d	v091	-	Pension contribution, July	150.73	-	150.73
BACS	v092	-	Training November 2016, RC & SW (late i	60.00	10.00	50.00
BACS	v093	-	Annual external audit	360.00	60.00	300.00
BACS	v094	-	Administration salary, August	1,027.32	-	1,027.32
d/d	v095	-	St lighting monthly maintenance	264.00	44.00	220.00
d/d	v096	-	office telephone and broadband	9.00	1.50	7.50
BACS	v097/R17	500.00	Lengthsman scheme reimbursement	-	-	-
cheque	v098/R18	170.00	Hire of Parker's Piece, 1st term 2016	-	-	-
s/o	v099	-	Monthly web site management	58.00	-	58.00
BACS	v100a	-	Play equipment check, litter pick MillP	60.00	-	60.00
BACS	v100b	-	Play equipment check, litter pick P'sP	60.00	-	60.00
		36,510.51	total for year to date	35,988.57	3,394.11	32,594.46