

Barnt Green Parish Council

Minutes of the Parish Council meeting held at 80 Hewell Road, Barnt Green on Wednesday 2nd November 2016 at 7.00pm

Members present: Cllrs R Cholmondeley (Chairman), C Hotham (vice-Chairman), R Briggs, J Jellie, P Perry, S Whitehand

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

The Chairman welcomed all to the meeting.

16/154 Apologies

Cllr E Gumbley (apology accepted)

16/155 Declarations of Interest

Cllr C Hotham has a standing declaration relating to his role as a member of the District Council's planning committee, such that when the parish council considers planning application, his participation in both the debate and subsequent vote is on the basis that the views expressed are preliminary views taking into account the information available at the time to the Parish Council. Cllr CH would reserve his final views on the application(s) until in full possession of all the relevant arguments for and against. There were no other declarations of interest.

16/156 Consideration of dispensation requests

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

16/157 Adjournment of meeting to hear from:

a) Member of the Public:

Asked the parish council to consider protecting children from dog faeces on the playing field/recreation ground by ensuring all dogs are kept on a lead when on the site.

b) Worcs County Councillor: Peter McDonald had sent apologies for non-attendance along with the following comment:

Children's Centres are to be cut back by fifty per cent and at present no one knows what particular services are to be withdrawn from particular Centres. We are being told that some services will be centralised at one centre. This will mean mothers and toddlers will have to travel many miles for a particular service that at the moment is delivered at their Centre. With the transportation problems this will lead to a Post Code Lottery.

Health Visitors are to be cut by twenty-five per cent; on top of the cuts to Children's Centres this will mean that the policy of Early Intervention is dead.

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

1. Efficiency Plan: Bromsgrove DC had met to approve the Efficiency Plan which means that, if passed by Government, the Bromsgrove DC will have level funding for the next four years but at the moment the amount of funding is not known.
2. New Deputy Leader: Coun Karen May has taken the place of Coun Kit Taylor.
3. Rail Squeal: the Network Rail contact on this issue is currently non-contactable.
4. Purchase of Parkside (BDC HQ): Coun Hotham expects to close his file on this issue.

16/158 Minutes of the last meeting

Following clarification of minute no. 16/147 – that the tree used for Christmas lighting on the corner of Hewell Road / Sandhills Road is to be trimmed, not removed - the minutes of the Parish Council meeting held 05/10/2016 were agreed a true record and will be signed by the Chairman.

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16/159 Chairman's Report: Cllr R Cholmondeley

Members are yet to meet on an informal basis to discuss requirements for next year.

16/160 Updates and Decisions taken by the Executive Officer (EO) since last meeting

CALA/Fiery Hill Rd development	Complete copy of s278 agreement had been received. Kendal End Road/Bittell Road under railway bridge is to be closed for 10 weeks starting 09/01/2017 (end date 22/03/2017)	
Social Media	The offer of free training in this topic is being pursued; other councils invited.	
Hanging baskets	Tired hanging baskets removed; village planters have been re-planted for winter.	
Litter bin, Cherry Hill Drive path	Lickey Hills Society, who requested BGPC support for the bin are awaiting response to New Homes Bonus application. Item to be carried forward until re-contacted by LHS.	
Footway lighting improvements	Wall lights outside the PC office have been installed. No progress to date regarding new lighting scheme, Hewell Road (EO to chase). A resident is concerned about lack of/obscured lighting in Sandhills Lane which the lighting contractor will visit to assess.	
Christmas Lights competition	Winners are to be presented with certificates in advance of the actual event, to allow for celebration in school and photo opportunity.	
Wheelie bin sticker	2 stickers sold to applicant from outside the parish; still have some stickers remaining in the office: advertised on website and on the notice board.	
Railway station	<ol style="list-style-type: none"> 1. Rail Users Group (RUG) to be established; EO taking forward 2. Station ticket machine is unreliable (to be progressed by RUG when set up) 3. BARN have advised the PC that the Engagement and Equalities forum have written to London Midland about the lack of access from one side of the station to the other; - resident called in to the PC office to ask if any progress with installation of lift. 	
Cycle stands	Three cycle stands have been ordered for installation adjacent Hewell Road (funded via New Homes Bonus). Shops to be notified. WCC Highways to install.	
Playing Field trees	The BDC Tree Officer has agreed to assess the health and condition of these trees.	
Condition of drains	Following Cllr EG's review of drains in the parish, pictures were sent to County Councillor P McDonald who advised best action. Majority need to be cleared by Lengthsman, those that are fully blocked are to be reported to WCC Highways via online reporting. BDC are responsible for road cleaning, WCC responsible for drains management.	
Blackwell Road	Information received from Highways Liaison Officer is that following petition by a resident, County Councillor Peter McDonald has authorised the installation of a vehicle activated speed sign (VAS) in Blackwell Road.	
Visits / calls / emails by residents & members of public	<ul style="list-style-type: none"> • Conservation area restrictions on trees (EO gave out Conservation Area leaflet) • Parking issues in Oakdene Drive (Chairman responded via EO) • Duke of Edinburgh scheme potential for volunteer work (EO responded) • Offer of Christmas tree for Orchard Croft (commercial rates, EO responded) • Overgrown hedge concerns, 11 Fiery Hill Road (Cllr EG, Lengthsman via EO) • Report of dog fouling nuisance at playing field with plea for all dogs to be on leads (EO cc'd into email sent to parish councillors): it would appear this is first such contact since dog fouling notices were installed July 2015; no proof this was dog fouling (possibly fox or badger?); if dog, it could have been on lead when fouling. • Playforce Parks have provided examples of consultations to ascertain residents' wishes for play sites. 	
General correspondence received and circulated to members	<ul style="list-style-type: none"> • Age UK – Reconnections programme • WCC County Councillor update, Woodvale • CALC AGM and Worcs Parish Conference • Training opportunities • BDC November & December events 	Regular correspondence: <ul style="list-style-type: none"> • WorcsCALC update newsletters • BDC Weekly planning lists • Police & Crime Commissioner • WCC Highways updates
Conference	EO had attended SLCC national conference 13 th and 14 th October.	
Matters carried forward	SmartWater campaign Barnt Green station lifts	Railway footpath crossing to Cofton On-street car parking.

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16/161 Finance

- i. **Receipts and payments** for October are as listed on page 89, the bank reconciliation to 31/10/2016 and the updated comparison of budget to actual receipts & payments were noted.
- ii. **Preparation of budget for 2017/18**

Members preference is to

 - maintain a contingency reserve of 100% of precept;
 - increase the suggested budget 2017/18 for events and for grants.
 - Vire funds from capital reserve into this year's budget for agreed items at Parker's Piece (three picnic tables, a notice board and litter bins).

Members agreed to meet informally (date agreed for 07/11/2016) to 'brain-storm' possible events and capital expenditures for the future from which the most favoured would be put forward for consideration at the next parish council meeting.

A viable capital reserve figure would be produced for the next meeting, taking into account funds being held in reserves for the Neighbourhood Plan and the accumulating fund to pay for an election every four years.
- iii. **Book-keeping review** Cllr Cholmondeley confirmed he had carried out the quarterly review (July – September) of the parish council's accounts.

16/162 Committee and Working Party reports

- a) **Village Improvements** Members had met with the Town Centres manager and village businesses on 12/10/2016, with a follow-up meeting to take place on 09/11/2016 to review initiatives for boosting foot-fall and Christmas arrangements.
- b) **Emergency Planning** Cllr J Jellie reported she had not attended the recent meeting on this topic at Bromsgrove DC but would instead be meeting with the officer locally.

16/163 Events

- a) **Christmas lights switch-on 02/12/2016**

The Chairman is to meet those involved in this event to firm up arrangements; and the event will be advertised via input of Town Centres manager. It was agreed that some existing Christmas lights would need repair or replacement.

The 5 new lights sponsored by Cala Homes and designed by children at the First School would be included in the switch-on. The five children would be presented with their certificate in a school assembly.
- b) **Post-Christmas Community Walk (Mulled-Wine Walk)**

Parish Paths Warden Simon Richards is the lead organiser of this 5-mile walk which will take place on 27th December, starting at 1pm from Millennium Park and ending at Café Morso. As it was not known how many people would join in, the parish council agreed to underwrite the event for up to £50. Notice of this walk would be included in the next Bulletin.

Members discussed the next Bulletin and whether it should appear as a Christmas card.
- c) **Items carried forward:**

Barnt Green fun-run; Shindig theatre.

16/164 Environment and Community well-being

- a) **New Car Park**

Members would like to know the expected date this would open and whether there are plans to denote its availability for commuters only. There was discussion about naming it.
- b) **Oakdene Drive: proposed prohibition of waiting order**

Worcestershire County Council had invited comments on the proposal to install double yellow lines further into Oakdene Drive for safety reasons, ie to stop cars being parked on a blind bend. Members were aware that WCC would not take such measures unless there was a threat to road safety, whilst also being aware that residents of Oakdene Drive would be against such action if it caused cars to be parked further into the Drive.

It was agreed to respond 'no comment'.

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- c) **To consider cost and style of picnic tables and notice board for Parkers Piece.**
It was agreed to purchase 3 picnic tables in recycled materials and a notice board from Earth Anchors. The £2,500 budget includes replacement bins if required in the future.
- d) **To request inclusion on Speed Watch scheme.**
It was agreed to register for inclusion on the Speed Watch scheme and to invite participation from residents.

16/165 Planning

- a) **Report on meeting with the district's parish councils regarding future development**
Cllr Whitehand reported on the meeting held at Hagley Parish Council, which had concentrated in the main on neighbourhood planning. A meeting is to be arranged with the head of Strategic Planning at Bromsgrove DC.
- b) **Bromsgrove DC's Statement of Community Involvement, consultation**
A copy of this consultation is on deposit in the Parish Council office; responses are required by 5th December 2016.
- c) **To note the revised SHLAA (Strategic Housing Land Availability Assessment)**
This was noted in relation to potential impact on the parish and Neighbourhood Plan.
- d) **To consider and comment on current notified applications** as follows:

PC Log no. / BDC App. No	Address	Proposal
Log no. 048 / App ref: 16/0982	11 Blackwell Road	Proposed extension and improvements to an existing dwelling.
PC Comment: No objection subject to confirmation the proposal does not transgress the 45° rule and the height of the roof is not excessive.		

16/166 Governance

- a) **Review of Grant Awarding policy**
Members agreed to adopt the revised Grant Awarding policy and application form.
- b) **To review and consolidate Risk Management Policies**
Members agreed to consolidate the policies; the risk matrix was to be completed in tandem with the list of assets.

Point of order: members agreed to continue beyond 9pm to finish all business on the agenda.

- c) **To confirm the Parish Council has up-to-date insurance policies that mitigate risks to public money**
In pursuance of the Foundation level of the Local Council Award Scheme which requires a specific statement to this effect, members agreed the parish council has up to date insurance policies that mitigate risks to public money.
- d) **To note response to 'Referendum Principles' consultation**
The Executive Officer's response to the DCLG consultation was noted.

16/167 Future Meetings and Items for future agendas

Councillors were reminded of meetings to be attended including:

- Meeting with Bromsgrove area WorcsCALC committee 14/12/2016
- Informal meeting 07/11/2016 to discuss factors that will inform the budget for 2017/18

Minor matters: Cllr C Hotham noted the empty shop, previously Harris & Byrne interior designers is to be a travel agency

16/168 Date and Venue of Next Meeting

Wednesday 7th December 2016 at 80 Hewell Road

This meeting ended at 9.15pm.

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Chairman

7th December 2016

Barnt Green Parish Council

Minute ref. 16/161i

Extract from Barnt Green Parish Council Receipts and Payments spreadsheet from 01/10/2016 to 25/10/2016					
voucher no.	Receipts	Description	Payments Gross	Payments VAT	Payments Net
v119/R20	28,825.00	Half-year precept			
V120		Replacement of bollards, supply and ins	1,440.00	240.00	1,200.00
v121		Public toilets for Community Walk even	216.00	36.00	180.00
v122		Banners x 2, music for community walk +	202.00	13.33	188.67
v123		Legal fees	183.00	-	183.00
v124		Grounds maintenance etc	273.43	45.57	227.86
v125		Weed treatment at playing field	106.80	17.80	89.00
v126		Annual business waste removal charge	81.00	-	81.00
v127/R21	5.00	Provision of 30mph speed sticker			-
v128a		unmetered supply, lighting dusk2dawn	222.94	37.15	185.79
v128b		unmetered supply, lighting continuous	12.09	0.57	11.52
v129		office energy	62.68	2.98	59.70
v130		Street lighting maintenance contract	264.00	44.00	220.00
v131		Hosting training event for 2xBG councill	40.00	-	40.00
v132		Tree surgery at Millennium Park (deadw	460.00	-	460.00
v133		Training at County Hall for 1xBG councill	30.00	5.00	25.00
v134		Annual subscription	36.00	-	36.00
v135a		Millennium Park grass cutting	112.00	-	112.00
v135b		Village highways grass verge cutting	28.00	-	28.00
v136		Lengthsman	500.00	-	500.00
v137		Reference books (C.A-B 10th ed)	93.55	-	93.55
v138		Web design and hosting	58.00	-	58.00
v139		Pension contribution, September	150.73	-	150.73
v140		Salary, October	1,027.32	-	1,027.32
v141		Office phone and broadband	9.50	1.58	7.92
v142		Replacement lamps to footway lighting	45.90	7.65	38.25
v143		Cycle stands for village centre	545.04	90.84	454.20
				-	-
	28,830.00	Total for month	6,199.98	542.47	5,657.51
	64,353.10	Total for year to date	39,284.77	3,379.14	35,905.63