

Barnt Green Parish Council

Minutes of the Parish Council meeting held at 80 Hewell Road, Barnt Green on Wednesday 7th June 2017 at 7.00pm

Barnt Green Parish Council adopted the General Power of Competence, June 2015

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

In attendance: County Councillor P McDonald
One member of the press (The Village)
Two members of the public
Gill Lungley, Executive Officer

The Chairman welcomed all to the meeting.

Prior to the start of council business, Jane Taylor of Worcestershire Association of Carers gave a presentation on the work of the association.

17/088 Apologies

Not required; all members present.

17/089 Declarations of Interest

Members were reminded of the need to keep the Members' Register of Interests up to date and were invited to declare either any Disclosable Pecuniary Interests or any Other Disclosable Interests.

- Cllr Hotham: Other Disclosable Interest in agenda item 17/95(iii)(a). Cllr Hotham is a fellow trustee of Cocks Croft Wood.
- Cllr C Hotham has a standing declaration relating to his role as a member of the District Council's planning committee such that any comment he may make during discussion on planning applications will be preliminary views taking into account the information presently available to the Parish Council. His final views on the applications are reserved until in full possession of all the relevant arguments for and against.

17/090 Consideration of dispensation requests

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

17/091 Adjournment of meeting to hear from:

a) Members of the Public:

.1 Mike Dickenson: delivered a report on the Barnt Green Fun Run that took place on 7th May and thanked the parish council for their support. Format of future fun runs was included in the report which would be considered at the parish council's next meeting.

.2 Richard Dugdale: for the grant application submitted on behalf of Barnt Green Scout and Guide group – continued after hearing from County Councillor P McDonald.

b) Worcs County Councillor: Peter McDonald spoke on following topics:

Funding: WCC income relies on the £270m collected via council tax;

Asbestos: Mr McDonald is campaigning for all asbestos to be removed from schools;

Schools as polling stations: Mr McDonald stated schools will no longer be used as polling stations during elections / referenda;

Executive salaries: the WCC Chief Executive recently resigned but the opportunity to reassess the post (with regard to the cost) was not taken up;

Foodbanks: foodbanks are proliferating and Mr McDonald was surprised at the number of people 'in work' who use them.

Fiery Hill Road junction: Mr McDonald was of the opinion the realignment of Fiery Hill Road junction with Kendal End Road had not been an improvement.

Oakdene Drive: the newly approved double yellow lines were to be installed on 13/07/2017.

Pot holes: Mr McDonald was made aware of a new pothole in Bittell Lane.

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a.2.1) With the meeting's agreement, the Chairman brought forward the agenda item relating to the grant application from the Barnt Green Scouts and Guides group. Mr Dugdale was invited to speak in support of the application which seeks funding of £350 to purchase a power mower for the Scout and Guide site off Blackwell Road.

It was agreed to provide £350 funding to the Barnt Green Scouts and Guides group for the purchase of a power mower.

a.2.2) Whilst Mr Dugdale was present, he was asked, in his capacity as sponsor for Network Rail, about items relating to Network Rail that had been raised at the Annual Parish Meeting held on 27/04/2017:

- a) Barnt Green station: all electrification works are ongoing.
- b) Lifts at Barnt Green station: the commitment is to install the lifts by December.
- c) Footbridge (footpath 500): installation is expected by October.

- c) **Bromsgrove District Councillor: Charles Hotham, Barnt Green & Hopwood ward.**
BDC have met only for the Annual meeting since the last parish council meeting and consequently there had been not much forward progress.
The BDC planning committee had met and agreed the application for extension to 17 Orchard Croft and the plans for two new housing sites at Longbridge/Cofton had been passed despite all the s106 benefits favouring Birmingham City Council rather than Bromsgrove DC.

17/092 Minutes of the previous council meeting

The minutes of the Annual Parish Council meeting held 3rd May 2017 were agreed a true record and signed by the Chairman.

17/093 Chairman's Report: Cllr R Cholmondeley

- reminded everyone of the opportunity to co-opt a new member to the parish council;
- would be attending (assistant curate at St Andrews) Sheri Gidney's ordination on 1st July at Birmingham Cathedral;
- had attended the St Andrews First School celebration of the school's police cadets.

17/094 Updates and Decisions taken by the Executive Officer (EO) since last meeting

Footpath alongside scout hut	NWWM latest update is that they are awaiting one final quote after which we will meet to discuss the next steps.
Hewell Rd shops	The agent on behalf of 28 – 30a had responded with regard to the appearance of the shops and the drip from the overhead canopy.
Community Speed Watch scheme	The scheme is set to proceed and volunteers are to be asked to complete the application forms.
CALA/Fiery Hill Rd development, car park	In advance of the car park opening, the EO has appointed a technical consultant to ensure the suitability of the car park for purpose. Now awaiting on-site meeting with Cala.
Adopt-a-Station	The lack of water on site has deterred applicants.
Railway station, rail-users group	London Midland would be asked to provide a parish notice board on platform 1; Alvechurch PC is also keen to progress the matter of a rail-users group which Cllr R Cholmondeley has volunteered to attend on behalf of this area.
Blackwell Road VAS	This has been re-sited nearer to the 30mph sign.
Quarterly inspection of accounts/bookkeeping	Cllr R Cholmondeley has carried this out for the quarter ending 31/03/2017. Cllr J Jellie volunteered to carry out the next quarter's review.
Lickey Hills Society book	Seven out of the ten copies of the book on sale from the parish council office at £5 each have been sold so far. Another five have been received.
Local Bus (BURT)	A meeting is to be arranged by BGPC for end of June/start of July with both Alvechurch PC and Lickey and Blackwell PC.

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Footway lighting	In advance of seeking tenders for the footway lighting maintenance contract 2018 - 2021, the EO has established a work schedule for the next three years. This will be put to the Finance Working Party to progress.	
Playing field improvements	Water course improvements yet to be undertaken. With regard to the outdoor gym, Proludic rep Tom Cooper has offered to show up to 3 members different sites where similar equipment has been installed: 08/06/2017 at 10am.	
Double yellow lines at Oakdene Drive	County Councillor P McDonald had advised the meeting the date of installation is 13 th July 2017.	
Dropped kerb at The Longlands	WCC Hub had responded to the request for a dropped kerb to aid wheelchair users with an explanation of procedure.	
Road closure notice	Sandhills Lane is to be closed for carriageway works from 08/06/2017.	
Website re-vamp	The EO has contacted all those businesses and community groups who have information on the current site, to update / 'spring-clean' ready for the new site. It was suggested that if the business/group did not respond after the 2 nd contact, to no longer included them on the new site.	
Tree Charter	BG Parish Council is now a Charter Branch member and the Tree Charter can be signed in the parish council office; 'Leaf' newsletter available.	
Roadside planters	The new beehive-style planters had arrived and are due to be planted. The hanging baskets had been delivered.	
Dates of Council Meetings	There was no one day that all members could agree upon except for the third Monday of each month, which the EO would not be able to accommodate in September, October, November. It was therefore agreed to vary the days until January 2018.	
General correspondence received and circulated to members	<ul style="list-style-type: none"> • Community First e-bulletin • Neighbourhood Planning news • MP May newsletter • Lickey Hills Society newsletter • SNT (policing) updates 	<ul style="list-style-type: none"> • WorcsCALC update newsletters • BDC Weekly planning lists • Police & Crime Commissioner • WCC Highways updates • Community Health & Well-being updates
Matters carried forward to be reviewed at the next meeting.	SmartWater campaign Barnt Green station lifts Playing Field trees (tree officer check) On-street car parking. Risk management matrix	Condition of drains Footpath to Cofton Social media training Rail Squeal Public toilets

17/095 Finance Report

- i)
 - A) *Current financial position* – the bank reconciliation to 31/05/2017 and the list of receipts and payments since the previous meeting were circulated and noted, as page 128.
 - B) *Executive Officer actions, after consulting with Chairman and vice-Chairman:*
 - a) the appointment of technical adviser to car park handover;
 - b) appointment of traffic management scheme for event road closure on 2/7/17.

- ii) Report from independent internal auditor: had been circulated to members and was noted. The comment relating to the under-payment of PAYE due to starting the pension scheme is being attended to. Thanks to the EO were noted.
 The annual audit period of public inspection will be between 05/06/2017 – 14/07/2017 during which members of the public can view the council's accounts for 2016/17. After the close of the inspection period the External Auditor, Grant Thornton, will issue their report.

- iii) *Application for funding support:*
 - a) *Barnt Green Scouts and Guides* – application dealt with above, 17/091 (a).(2.1)
 - b) Citizens Advice Bromsgrove and Redditch
It was agreed to approve a grant of £150 to Bromsgrove and Redditch CAB.

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17/096 Committee, Working party and representatives' reports

- a) To consider matters raised at the Annual Parish Meeting held 26/04/2017:
- Plants in the planters along Hewell Road need to be maintained and watered – *comments noted and action will be taken to maintain the plants.*
 - Lifts needed at the station. *Response as above minute no. 17/091 a.2.2(b)*
 - When will new footbridge be installed on path to Cofton. *As above 17/091 a.2.2(c)*
 - Notices at the station are misleading (level access / access all platforms). *EO to contact London Midland.*
 - Bittell Road pavement is difficult for pedestrians / has horse-droppings. *WCC has advised of road closure imminently for pavement improvements.*
 - Dogs should be on a lead in the playing field. *Covered previously – no action.*
 - The proposed outdoor gym equipment will be a 'white elephant'. *Noted.*
 - Can the Hewell Road planters be moved nearer to the kerb. *Believed to be sited in accordance with WCC requirements.*
 - Are there any plans to install road signs to the new commuters car park. *To check.*
 - Will there be a height barrier. *Discuss with CALA.*
 - What is happening with the SmartWater proposal. *Not going forward, item dropped through lack of interest/demand.*
 - Representation on the Bromsgrove Rail Users Group. *In progress.*
 - Residents should be represented at county/district by the parish council *The parish council will represent residents' views when known, residents are also encouraged to contact their district and county representatives directly.*
 - Can we have a pedestrian crossing on Hewell Road. *The question is to be directed to P McDonald.*
 - Can the traffic warden visit more often/regularly. *The officer operates via BDC.*
 - What happened to the Virgin proposal to install cable? *To be followed up.*

It was agreed to include an update on these matters in the next Bulletin and have a 'current matters' space on the website.

- b) Update on the Town Team meeting held 15/06/2017:
Notes taken by Cllr J Jellie were noted.
It was agreed to appoint Cllr J Jellie to represent the parish council as lead liaison with the Barnt Green Town Team.
It was agreed to take the actions stated in the proposed letter to Business Owners arising from the meeting held on 15/06/2017.
- c) **Environment Working Party** meeting held 25/05/2017;
Notes taken by Cllr J Jellie were noted.
It was agreed to purchase anti-climb paint and related signs for the Millennium Park / Friends Meeting House fence.
- d) No other reports presented.

17/097 Events reports

- a) **Fun Run:** held 7/5/2017, as reported minute no. 17/091 a(1).
- b) **Motor Festival:** to be held 02/07/2017, Cllr Cholmondeley provided an update.
- c) **Other events:** Busking Festival, scheduled for 12/08/2017; Community Walk to Apes Dale and back on 06/06/2017 saw 20 participants; Dates of future walks are 23/09/2017 and 27/12/2017. Christmas Lights switch-on: 02/12/2017.

17/098 Environment and Community well-being

- a) **Water Tap** Installation of a lockable water tap in Millennium Park to aid watering of the planters on Hewell Road and in the park to be used when events are held there.
It was agreed to install a lockable water tap in Millennium Park.

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- b) **Commuters Car Park** A strategy for publicising the commuters' car park in Fiery Hill Road has been proposed and would be considered at the next parish council meeting.
- c) **Estate agents' boards** are supposed to be sited within one metre of the property boundary to which they relate. BDC will be writing to the district's estate agents to remind them of this.
- d) **Footpath 507** (adjacent Scout hut) the request to keep footpath 507 clear for walkers had been attended to by the Parish Footpath Warden.

17/099 Communications

- a) **Website upgrade:** the outgoing website provider had agreed to pass all information across by 08/06/2017 and had asserted his rights to the copyright of the council's Millennium logo.
It was agreed the council's Millennium logo was not required going forward and all reference to it would be removed where possible.
- b) **Social Media:** To note the EO attended training in the use of 'Yammer', a form of social networking for known members. The Centres Manager would be asked if help could be provided to set up something similar for the Town Team

17/100 Planning

- a) Planning training has been arranged for Monday 19/06/2017 to which all members of the parish council are invited.
- b) Consultations for comment

Log no. 67	17/00435	12 Orchard Croft B45 8NJ	Extension of existing ground floor cloakroom to accommodate shower.
Pc comment: No comment			
Log no. 68	17/00540	30a Hewell Road (Tesco Express)	Advertisement consent requested for various 2xno illuminated and 4xno non-illuminated signs
PC Comment: The parish council has no objection to this application but would ask for particular attention to be paid during refurbishment to the canopy above the entrance doors from where rainwater drips onto customers.			
Log no. 69	17/00539	4 Hewell Lane B45 8NZ	Single storey rear and front extension with part garage conversion
Pc comment: No comment			

- c) Neighbourhood Plan update from Cllr S Whitehand. Items had been circulated via dropbox.

17/101 Governance

Local Council Award Scheme: the parish council has successfully completed the Foundation Level. John Duddington, the Chairman of the judging panel, will be happy to present the award to the next parish council meeting (advised as 05/07/2017). The granting of the award allows the parish council to use this logo.



17/102 Future meetings and items for future agendas

- Bromsgrove Area Committee for WorcsCALC on 14/06/2017

17/103 Date and venue of next meeting

Date to be confirmed; venue is 80 Hewell Road B45 8NF

This meeting ended at 9.25pm.

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Chairman

2017

Barnt Green Parish Council

Minute ref. 17/095 .1(A)

Bank reconciliation to 31/05/2017.

Bank Reconciliation as at 31/05/2017			
Cash in hand at 1 April 2017			
Unity Bank current account	1,146.05		
Unity Bank deposit account	9,581.24		
Cambridge Building Society	54,516.60		
Opening bank balances		£65,243.89	
Add petty cash	200.00		
Less unrepresented cheques	-521.10		
Opening Cash Book balance		£64,922.79	
Add receipts between 1 April - 31 May 2017	32,473.00		
Less payments between 1 April - 31 May 2017	-8,440.38		
Cashbook balance at 31 May 2017		£88,955.41	A
Cash in hand per bank statements at 31 May 2017			
Unity Bank current account	1,072.57		
Unity Bank deposit account	33,166.24		
Cambridge B/S	54,516.60		
Petty Cash	200.00		
Less unrepresented cheques, as list below	-		
Bank balances at 31 May 2017		£88,955.41	B
		£0.00	

Receipts and Payments record May to 06/06/2017

May-17	invoice ref V/R	Description	Receipts	Payments Gross	Payments VAT	Payments NET
BACS	v019	fun run race numbers		73.54	12.26	61.28
BACS	v020	Parish news via The Village		180.00	30.00	150.00
s/o	v021	BGPF, pf maintenance & verges FHRd, Hlane		278.89	46.48	232.41
BACS	v022	Fun Run medals		155.00	-	155.00
BACS	v023	Fun run banners, posters, registration forms		223.20	37.20	186.00
d/d	V024a	footpath lighting, power dusk to dawn		215.90	35.98	179.92
d/d	V024b	footpath lighting, power continuous supply		12.00	0.57	11.43
BACS	v025	annual insurance premium		759.93		759.93
BACS	V026	churchyard maintenance grant		250.00		250.00
BACS	v027a	ink cartridges and paper		65.39	10.90	54.49
BACS	v027b	ink cartridges		6.36	1.06	5.30
BACS	v028	website revamp, deposit		194.70		194.70
BACS	v029a	cutting grass at Millennium Park		112.00		112.00
BACS	v029b	cutting grass verges, Hewell Road		56.00		56.00
BACS	v029c	trim of tree branches, Millennium Park		180.00		180.00
d/d	v030	staff pension contribution, April 2017		157.03		157.03
s/o	v031	website provision, May 2017		58.00		58.00
BACS	v032	staff salaries		1,068.56		1,068.56
s/o	v033	footpath lighting maintenance, May 2017		264.00	44.00	220.00
d/d	v034	Office mobile phone, May 2017		5.00	0.83	4.17
d/d	v035	Office landline and broadband, May 2017		20.85	3.47	17.38
						-
			-	4,336.35	222.75	4,113.60
		sub total for year to date	32,473.00	8,440.38	552.31	7,888.07
Jun-17						-
d/d	v036	Christmas Illuminations, unmetered supply		59.05	9.84	49.21
BACS	v037a	Park litter picking and play equipment checks		60.00		60.00
BACS	v037b	Play field litter and equipment checks		60.00		60.00
BACS	v038	Independent internal auditor		120.00		120.00
BACS	v039	Website design & hosting, contract terminate		95.36		95.36
BACS	v040	First Aid and Medical Cover for Fun Run		138.24	23.04	115.20
BACS	v041	PAYE arrears for 2016/17		203.61		203.61
s/o	v042	Playing field and environs maintenance		278.89	46.48	232.41
BACS	v043	Floral cascade, 5 tier x 2 Beehive planters		1,791.05	298.51	1,492.54
						-
						-