



# Barnt Green Parish Council

## Minutes of the Parish Council Meeting held at the Parish Office on Monday 24<sup>th</sup> May 2010 at 7.00pm

**Present:** Cllrs. Mrs Judith Jagger, Mrs Diane Carr, Mrs Rachel Banner, Mrs Susan Whitehand and Mrs Doreen Hawkley.

**In attendance:** Roger Westbury (executive officer)

**Appendices:** The following documents will be appended to the signed minutes:

- the Agenda
- an updated report on planning applications
- an updated report from the RFO.

### **14/10 Appointment of Chairman**

Mrs Judith Jagger was re-elected as Chairman for the year 2010-11 and signed the Declaration of Acceptance of Office.

**15/10 Apologies** – Apologies had been received from Cllrs Tom Gray, Chris Jenkins and Alun Davies whose reasons for absence as noted in the attendance book were accepted by the Council. Apologies had also been received from County Cllr McDonald and District Cllr Deeming.

### **16/10 Election of Vice-Chairman**

Mrs Diane Carr was elected as Vice Chairman for the year 2010-11.

### **17/10 Declarations of Interest**

- The requirement to keep the Register of Interests was noted.
- No interests were declared by Members.

### **18/10 Standing Orders**

The Council resolved to adopt NALC's Model Standing Orders for Local Councils without amendment.

### **19/10 Code of Conduct**

The Council re-confirmed the adoption of the Code of Conduct which it had originally adopted in September 2007. It also agreed that a training session for Councillors should form part of the agenda for the 3 Parishes Meeting to be held on July 14.



## Barnt Green Parish Council

### **20/10 Scheme of Delegation and Members of Committees**

1. The Council resolved to accept the Scheme of Delegation without amendment.  
2. The Council further agreed to the following membership of the Council's Working Groups:

- a) Staffing – Cllrs Jagger, Gray and Davies + the EO
- b) Planning – Cllrs Whitehand, Carr and Hawkley.
- c) Finance – Cllrs Jagger, Gray and Davies + the EO.
- d) Highways & Lighting – Cllrs Jagger and Jenkins.
- e) Youth Council – Cllr Whitehand
- f) Environment (to include tree warden) – Cllrs Carr, Banner, Hawkley and Davies
- g) Village Watch – Cllrs Carr, Banner and Hawkley
- h) Health & Safety – Cllrs Carr and Gray + the EO
- i) Communications – Cllr Jagger + the EO.
- j) CPRE – Cllr Davies
- k) School Governor – Cllr Whitehand

### **21/10 Terms of Reference**

The Council resolved to approve the Terms of Reference of the Working Groups without alteration.

### **22/10 Financial Regulations**

The Council agreed to accept its Financial Regulations and latest risk assessment without amendment and to accept the quotation for insurance received from Zurich Municipal. The EO advised that he had informed Zurich of changes to the Council's Asset Register and was waiting to hear if this materially affected the premium.

### **23/10 Nominations to the Worcestershire CALC Area Meeting**

Cllrs Jagger and Carr were nominated as the Council's two representatives at CALC Area Meetings.

**24/10 Minutes of the Last Meeting** held on 26th April 2010 were approved and were signed by the Chairman.

*No Parishioners attended the meeting.*

### **25/10 District and County Councillors' Question & Answer Session**

No District Councillors or County Councillor were able to attend the meeting.



## Barnt Green Parish Council

### 26/10 **Chairman's Report**

The Council received a verbal report from the Chairman. She informed the Council that she had received many compliments on the new Parish Office and on the appearance of the village. She reported that the car park at the rear of the Tesco block was often untidy and asked the EO to write to the landlords to ask them to ensure that the area was kept clean and free of waste.

### 27/10 **Infrastructure Planning & Conservation**

The council received an updated report on applications received and decisions taken by the District Council's Planning Committee, a copy of which is appended to these minutes. Cllr Whitehand expressed concern that amended planning applications were being approved without consultation and undertook to raise this with Bromsgrove District Council. She also agreed to pursue the establishment of a second conservation area in the village.

#### **Highways & Lighting**

Nothing to report.

#### **Environment**

The Environment Group advised that it would be meeting on May 25 and would consider the location of two additional benches on Hewell Road and possible new equipment for the play area in Millennium Park. The EO was asked to contact Simon Richards regarding the condition of the stile on the footpath at the bottom of Parker's Piece, and the Scouts re the overhanging vegetation on the footpath off Blackwell Rd.

### 28/10 **Community Safety**

**Village Watch** – the Council agreed to invite a representative of W Mercia Police to attend the next Council Meeting to update the Council on PACT and other policing matters..

**Health & Safety** – the EO advised that safety inspections on both the Park and Playing Field had been received and had been discussed with Cllr Gray. The reports were very positive with only minor actions required. These were the earthing up of the goalpost sockets on the field – the EO was asked to get Neil Hosking to attend to this – and some rectification work on the slide/fireman's pole in the playground area of the Park. The Environment Group would look at this and possibly consider the purchase of a replacement piece of equipment for his part of the Park.

**Communications** - nothing to report.



## Barnt Green Parish Council

### 29/10 Governance

**Finance** - The RFO circulated an updated report, a copy of which is appended to these minutes. Payments were approved.

The Council received the report of the internal auditor and noted that the Council had been given a clean bill of health. The Annual Report could now be completed and forwarded to the external auditor appointed by the Audit Commission.

The council resolved not to pay basic allowances to all councillors for the year 2010-11, but agreed to make an allowance of £404 available for the chairman's use.

**Youth Council** – the Council noted that the Youth Council had met recently and had secured a grant of £1500 from Tesco towards adventure equipment.

**Office** – nothing to report.

**School Governor** – nothing to report.

**WCALC/NALC** – the Council noted that the next CALC Area Meeting had been scheduled for June 2.

**CPRE**- nothing to report

**Events** – the Council noted that the flyer advertising the St Andrew's Church centenary celebrations had been circulated with the latest Parish Newsletter and that arrangements were in hand for the Family Fun Day on Sunday September 5. The EO was asked to advise the Total Football Group that the field would not be available for them to use on that day.

**30/10 Urgent Decisions** – none taken since last meeting.

**31/10 Correspondence Received** – no correspondence which was not covered by the agenda had been received during the month.

**32/09 Date and Venue of Next Meeting** – Monday 28 June 2010 at 7.00pm at the Parish Office was agreed.

The meeting ended at 8.40pm.

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Chairman                      June 28, 2010