

# Minutes of the Annual Parish Meeting held at 7.00pm on Thursday 25<sup>th</sup> April 2019 in Friends Meeting House, Sandhills Road, Barnt Green

The Meeting was chaired by Cllr Robert Cholmondeley, Barnt Green Parish Council Chairman.

In attendance: No members of the public  
District (and Parish) Councillor: C Hotham  
Parish Councillors: R Briggs, J Jagger, P Perry, J Nilsson  
Tracy Bodley, Executive Officer, Barnt Green Parish Council

## 1. Welcome

The Chairman welcomed all present.

## 2. Apologies

Apologies had been received from parish councillor S Whitehand

## 3. Minutes of the Annual Parish Meeting held 26<sup>th</sup> April 2018

The minutes of the previous meeting were approved a true record and signed by the Chairman.

## 4. Reports from local council representatives

### a) Chairman's report

The Chairman gave a report which is attached at Appendix 1.

### b) Report from District Councillor for Barnt Green and Hopwood Ward

District Councillor Charles Hotham spoke on the following various subjects:

- The Green Belt Review continues with a call for all sites in October 2019. The Strategic Housing Land Availability Assessment contains all the sites previously suggested by landowners and a call for other site suggestions will also be made.
- Burcot Council House is due to be demolished after obtaining a £1m grant from central government to rezone to a brownfield site with a view to creating affordable housing. There will be approximately 4-5 marketed houses to pay for the remaining affordable houses built.
- A CCTV Review linked to Redditch District Council will be undertaken. The review will establish if the current cameras are justified and/or if they require upgrading to give better quality footage.
- Reserves at BDC are now all used.

### c) Report from County Councillor for Beacon Division

County Councillor Peter McDonald was not present

### d) Parish Council Finances

A summary (attached appendix 2) of the parish council's accounts for 2018/19 was presented.

## 5. Open Forum

As there were no members of the public present there were no items for discussion.

## 6. Summary of Discussion Points

None required.

The meeting concluded at 19:15hrs

.....  
Chairman

**BARNT GREEN  
ANNUAL PARISH MEETING 2019  
Chairman's Report**

This year is election year with 7 of the 8 councillors standing for re-election and Rosemary Briggs stepping down. That leaves a vacancy and the opportunity for the new council to co-opt if someone comes forward. During the last year, Sam Harris and Jenny Jellie resigned. Harrison Rone-Clarke and Joe Nilsson were co-opted to the council. And, importantly to the smooth running of the council, Gill Lungley resigned as Executive Officer and we welcome Tracy Bodley to the role.

The appointment of an outdoor village caretaker last year was successful in contributing to keeping the village tidy in terms of litter picking, controlling vegetation and keeping grass growth under control.

The land at the bottom of the railway embankment on the corner of Green Bank and Hewell Road has been used to plant pollinating wild flowers. This is our small part of an initiative being promoted by Worcestershire County Council. Other sites may be planted similarly.

During the year, the council organised or supported a number of successful events most of which it is planned to repeat this year: the Fun Run, the Community Walk, the Christmas lights switch on and the Christmas Wassailing Walk. The council has purchased two small gazebos which can be used at these events.

A flagpole has been installed in Millennium Park.

The work on the footpath at the side of the Scout Hut has been completed with the assistance of Worcestershire County Council's drainage experts. A grille is to be fitted in the adjacent stream to prevent the drainage pipe becoming blocked.

Whilst on the subject of water, Severn Trent intend to replace the water main in Hewell Road during the summer. The Parish Council is doing its utmost to avoid complete closure of the road during these works.

The missing bollards in Hewell Road are being replaced and an additional couple have been purchased for future breakages.

The street lights on the Hewell Road side of the railway in Barnt Green are the responsibility of the Parish Council. The orange bulbs are no longer readily available and a programme of replacement with new LED bulbs is planned for this year. The lighting of the pavements should improve and electricity costs should go down.

The lobbying of Network Rail continues for lifts at the station and with West Midlands Rail for a train information screen on platform 1, an additional ticket machine and better configuration of the car park. Progress is frustratingly slow, but at least, after almost 4 years of closure of the footpath at Cofton, the footbridge is in the final stages of installation.

The Parish Council is ready to take over the ownership of the car park on Fiery Hill Road once Cala have finished their work. Signage will be put in to make it clear that it is a commuter car park.

We are all aware of the sensitivities of planning and new housing development. All our adjacent councils are drafting plans or have completed neighbourhood development plans. The situation remains fluid with a green belt review getting underway, housing shortfalls at the Bromsgrove District Council level and potential overspill from Birmingham. The Parish Council will need to refresh its data by referring to residents for their views on the issues that need to be addressed over the next 15 years.

The police run drop in session in the parish council office most months. Dates are put on notice boards and are reflected in the minutes of parish council meetings. In conjunction with West Mercia Police, work is underway to adopt the smartwater initiative which is a proven deterrent to crime.

And finally, it is pleasing to confirm that, once again, the amount you pay to fund the parish council, the precept, has not increased.

**Minutes of the Annual Parish Meeting held at 7.00pm on  
Thursday 25<sup>th</sup> April 2019 in Friends Meeting House,  
Sandhills Road, Barnt Green**

Appendix 2 – Annual Accounts

**BARNT GREEN PARISH COUNCIL ANNUAL ACCOUNTS  
FINANCIAL YEAR 2018/19**

Notes to the report of 2018/19 Receipts and Payments account:

1. These draft accounts are presented on a Receipts and Payments basis and have yet to be externally audited.
2. The impact of the precept for 2018/19 upon the Parish Council Tax payer was £62.58 per Band D Annual Council Tax payment.
3. Other income variances:
  - a) Council Tax support grant, previously passed down to the parish councils by the Billing Authorities (the district councils) and provided to them by Central Government, has been scrapped.
  - b) In line with the national picture, interest rates have risen slightly, and the amount of interest raised via deposit and savings account has improved.
  - c) The Lengthsman scheme continues via Worcestershire County Council who will refund up to £1888 each year. The comparable receipts during 2017/18 include refunds for previous year which is not the case in 2018/19.
  - d) VAT refund demand for 2016/17 was received during 2017/18 inflating the figure. Thus the 2018/2019 figure is a true reflection of actual amount received in the financial year.
  - e) Miscellaneous income for during 2018/19, was considerably reduced consisting of a wayleave from Cadent Gas and contribution from the landlord for a fire extinguisher for the office.
  - f) Hire income for use of the playing field is not showing quarter 4 which needs to be invoiced.
4. Expenditure variances:
  - a) Administration: the costs are fairly consistent between the two years apart from a reduction in the areas staffing costs, office running costs and donations which have reduced in this past year.
  - b) Communication: The Parish Council issues two Bulletins during the year, which are delivered free to residents of the parish and takes a page in The Village magazine twice a year which reaches a far greater audience.  
The website was revamped during the previous year and as a result the ongoing annual cost for 18/19 has reduced.

- c) Millennium Park and Playing Field: The reduction in costs for 2018/19 are related to the number of grass cuts which was reduced due to the hot summer and there was reduced levels of remedial work undertaken on trees within the playing field.
- d) Environment: This has increased significantly due to the employment of an Outdoor Parish Caretaker who undertakes play equipment and street furniture checks, litter picking and cleaning of the bus shelter.
- e) Footpath and Christmas lighting: This has remained static during the comparable years.
- f) Highways: the Lengthsman scheme continues to be appreciated by the parish council and residents, and as this is a delegated service via Worcestershire County Council there is almost nil net cost to the parish council. However, invoicing as yet has not been actioned showing a nil balance.
- g) Events: During 2017/18 the parish council supported the annual Barnt Green Fun Run and hosted two community walks and a new-style Christmas Lights switch-on.
- h) Capital projects / Exceptional items: items purchased includes a new litter bin for the playing field and the flag pole in Millennium Park.
- i) Fixed Assets: purchased during the year was connection of a stand pipe in Millennium Park.
- j) VAT: the amount of VAT paid has remained similar to the previous year. There are special arrangements for parish councils to reclaim the VAT on all purchases that are described as for non-business purposes.
5. The full version of the parish council's accounts may be inspected at the parish council office during the audit period, expected to run from 17<sup>th</sup> June – 26<sup>th</sup> July 2018. To view the accounts in person please contact the office. A summary of the unaudited accounts will also be available on the parish council's website during that period: [www.barntgreen.org.uk](http://www.barntgreen.org.uk)

BARNT GREEN PARISH COUNCIL RECEIPTS AND PAYMENTS ACCOUNT 2017/18 and 2018/2019, SUMMARY					
RECEIPTS	2017/18	2018/19	PAYMENTS	2017/18	2018/2019
Precept received in current year	62,490.00	62,440.00	Administration	28,291.41	26,680.39
Council tax support grant	-	-	Communication	1,680.34	950.00
Interest	320.70	531.54	Millennium Park	1,573.94	1,291.30
Lengthsman Refund	2,776.00	1,167.50	Playing Field	4,735.70	4,019.36
VAT Refund	9,307.94	5,399.22	Environment	2,023.79	8,032.34
Miscellaneous	1,916.00	79.50	Footpath lighting	13,302.86	13,150.05
Hires (room / playing field)	860.00	510.00	Highways	2,500.00	-
			Events	2,610.32	2,029.49
			Capital projects	3,733.44	5,697.41
			VAT	5,448.18	5,254.98
<b>Total Receipts</b>	<b>77,670.64</b>	<b>70,127.76</b>	<b>Total payments</b>	<b>65,899.98</b>	<b>67,105.32</b>

# Minutes of the Annual Parish Meeting held at 7.00pm on Thursday 25<sup>th</sup> April 2019 in Friends Meeting House, Sandhills Road, Barnt Green

BARNT GREEN PARISH COUNCIL					
Financial Report of 2018/19: Receipts and Payments					
Presented to Annual Parish Meeting 25/04/2019					
		2017/18		2018/2019	
<b>Receipts</b>	Precept received	62,490.00		62,440.00	
	Council Tax Support Grant	-		-	
	Interest	320.70		531.54	
	Lengthsman Refund	2,776.00		1,167.50	
	VAT Refund	9,307.94		5,399.22	
	Miscellaneous	1,916.00		79.50	
	Hires	860.00		510.00	
	<b>Total Receipts</b>		<b>77,670.64</b>		<b>70,127.76</b>
<b>Administration</b>	Staff Costs	16,969.10		15,538.96	
	Chairman's Allowance	200.00		262.80	
	Office Running costs	6,528.94		6,405.99	
	Training/Publications	163.00		223.99	
	Meetings/Refreshments	39.00		210.00	
	Subscriptions	821.62		979.02	
	Insurance	759.93		790.33	
	Auditor Fees	420.00		542.40	
	Legal Fees	-		600.00	
	Loan repayments	-		-	
	Election costs	-		-	
	Donations	1,550.00		200.00	
	Administration Costs	839.82	<b>28,291.41</b>	926.90	<b>26,680.39</b>
<b>Communication</b>	Newsletters	800.00		830.00	
	Website	880.34	<b>1,680.34</b>	120.00	<b>950.00</b>
<b>Millennium Park</b>	Park Mowing	1,055.00		798.00	
	Park Maintenance	392.44		426.80	
	Park Safety Inspections	126.50	<b>1,573.94</b>	66.50	<b>1,291.30</b>
<b>Playing Field</b>	Field Mowing	2,324.10		2,788.92	
	Field Maintenance	2,285.10		1,163.94	
	Field Safety Inspections	126.50	<b>4,735.70</b>	66.50	<b>4,019.36</b>
<b>Environment</b>	Hanging baskets	455.00		565.25	
	Planters	1,114.50		929.17	
	Environment maintenance	454.29	<b>2,023.79</b>	6537.92	<b>8,032.34</b>
<b>Street lighting</b>	Street light maintenance	3,942.18		3804.52	
	Street light electricity	2,401.41		2404.89	
	Christmas lights	6,959.27	<b>13,302.86</b>	6940.64	<b>13,150.05</b>
<b>Highways</b>	Lengthsman charges	2,500.00		-	
	Highways	-	<b>2,500.00</b>	-	
<b>Miscellaneous</b>	Events	2,610.32		2029.49	
	Section 137	-			
	Exceptional Items	-		1390.99	
	Fixed Assets	3,733.44	<b>6,343.76</b>	4,306.42	<b>7,726.90</b>
<b>VAT spent</b>	VAT	5,448.18	<b>5,448.18</b>	5,254.98	<b>5,254.98</b>
	<b>Total Payments</b>		<b>65,899.98</b>		<b>67,105.32</b>
	<b>Cashflow</b>		<b>11,770.66</b>		<b>3,022.44</b>

~End of report~  
Tracy Bodley  
Responsible Financial Officer  
16/04/2019