

Barnt Green Parish Council

Minutes of the Parish Council meeting held at 80 Hewell Road, Barnt Green on Wednesday 6th January 2016 at 7.00pm

16/01 Present: Cllrs R Cholmondeley (Chairman), C Hotham (vice-Chairman), R Briggs, E Gumbley, J Jellie, S Whitehand

In attendance: 2 members of the public
Gill Lungley (Executive Officer)

16/02 Apologies
None.

16/03 Declarations of Interest

- a) The requirement to keep the Register of Interests updated was noted.
 - b) and c) The need to declare Disclosable Pecuniary Interests and Other Disclosable Interests was noted.
 - d) That dispensation requests are to be in writing was noted.
- No member made a new declaration of interest; it was formally noted at minute no. 16/10a that Cllr C Hotham, who is also a member of Bromsgrove District Council, would stay in this meeting but take part in neither the debate nor subsequent vote on the basis that the views expressed were preliminary views taking into account the information presently made available to the Parish Council. Cllr Hotham reserved his final views on the applications until in full possession of any further relevant arguments for and against.

16/04 Requests for dispensation

No requests for a dispensation had been submitted

16/05 Adjournment of meeting to hear from:

- a) **Thomas Curwell** PhD, Water Management Officer, North Worcestershire Water Management had been invited to speak about NWWM's flood mapping and the watercourse through Barnt Green, part of which is culverted and will need attention in due course.
- b) **Members of the Public:** no requirement to speak.
- c) **County Councillor: Peter McDonald** had sent apologies for missing this meeting and provided comments relating to:-
 - WCC's budget for 2016/17: cutbacks of £27m are required despite an expected 4% increase on the Council Tax.
 - WCC's new leader is expected to be announced on 14/01/2016.
 - PACT (Police/Partners And Communities Together); PMcD is helping to put together a suggested panel and asks for a parish council representative (see minute 16/10f).
- d) **District Councillor: Charles Hotham** commented as follows:-
 - Currently quiet following the Christmas break
 - He has submitted a bid for capital funding for toilets in Millennium Park
 - With regard to funding, the district council is suffering from reduced funding due to the high proportion of Band D properties in the district, this will mean a much-reduced Parish Council Tax Support Grant being passed on.
 - With regard to the District Plan the housing numbers have been re-submitted.
 - The District Council offices are now located at Parkside (Market Street, B61 8DA)
 - The Dolphin Centre will go ahead but without the sports hall; grant funding from Sport England has been received.
 - Ward member funding has been requested (£350) for the new bus shelter light.

16/06 Minutes of the last meeting

The minutes of the Parish Council meeting held 02/12/2015 were agreed a true record and signed by the Chairman.

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16/07 Chairman's Report

With the ongoing consideration of funding issues the Chairman commented on possible future capital projects to include installation of public toilets in Millennium Park, the new footway in Parker's Piece and street lighting improvements.

16/08 Decisions taken by the Executive Officer since last meeting and updates

The Executive Officer had provided a written report, as attached. Other comments as follows:

Wheelie bin stickers: availability of the '30mph' stickers was advertised in the Winter 2015 newsletter but take-up has been slow. Cllrs CH and SW agreed to distribute some within the parish and availability would be published on the website.

Parking issues: members of the public have been forwarding photographs to the parish council office of vehicles parked on pavements in the parish which in turn have been forwarded to the local policing team. In response the PCSO has provided clarification on the offences related to parking and members **agreed** to make this clarification available on the website, publish it, in part, in the next issue of the The Bulletin and send a copy to The Village.

16/09 Co-option to the two vacant seats

No application had been received for co-option; members would continue to seek suitable candidates, possibly someone who could represent the businesses in the village.

16/10 Neighbourhood, Planning and Environment

a) Planning applications notified for comment: Members provided comment as follows:

Log 012 15/1015	2 Cherry Hill Ave	Modification and extension of existing first floor to create additional bedroom & ensuite. Enlarge existing outdoor utility.
PC Comment as at 06/01/2016: No objection to this application but would like to see all work to be in keeping with current building and surrounding street scene.		
Log 013 15/1016	12 Hewell Lane	Proposed storm porch
PC Comment as at 06/01/2016: No objection, all work to be in keeping with existing property.		
Log 014 15/0970	40 Sandhills Road	Proposed side and rear extensions
PC Comment as at 06/01/2016: No objection but would ask for the building work to be done sympathetically and using appropriate materials.		
Log 015 15/1050	65 Bittell Road	Two-storey extension to rear of house and two additional and one replacement front dormer
PC Comment as at 06/01/2016: No objection assuming there is no overbearing or deleterious impact on the neighbouring properties		
Log 016 15/0944	28 Bittell Road	Ground floor front bedroom extension and rear flat roof kitchen extension
PC Comment as at 06/01/2016: PC minded to not object to this application but is aware of the size of the existing building which gives rise to concerns about potential overbearing impact of the proposals. Final comment delegated to EO to submit in consultation with Cllr S Whitehand.		
Log 017 15/1044	33 Blackwell Road	Two storey extension to rear
PC Comment as at 06/01/2016: Pleased to see modified application. No objection to this application as long as all work is in keeping with existing.		

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- b) **To note Planning Appeal:** log 007, 15/0517; replacement of existing detached garage, land opposite Underhill, Aqueduct Lane. Noted.
- c) **CALA Homes** In the light of new information members considered a revision of the Parish Council's comment to log no. 005, app no. 15/0652 (proposed re-alignment of Fiery Hill Road). Members agreed that the new information provided by CALA regarding the existing junction, the newly proposed junction and the previously approved junction of Fiery Hill Road with Kendal End Road, would support better road safety and therefore agreed to withdraw their objection to application 15/0652.

In addition CALA have offered to guarantee, for a period of up to ten years, the free use of the approved rail-commuters' car park by providing a commuted sum to the parish council if the parish council were minded to assume responsibility for the car park. Members agreed in principle to this arrangement which would allow for the free use of the car park under the parish council's management.
- d) **Hanging baskets** – 25 were distributed to village shops last year and at least a further two have been requested; there are 38 ground-floor retail outlets some of which will take more than one hanging basket. Members **agreed** to offer at least one hanging basket to each shop and to ask each 'host' to care for it appropriately. The expected cost of £750 would be added to the budget.
- e) **Parker's Piece footway** – three quotations for phase 1 of the proposed footway installation across the playing field have been sought and an application for grant funding submitted to Tesco. It was suggested that phase 1 and phase 2 could be combined to better access funding streams for provision of recreational facilities. This matter would be considered in more detail at the next meeting.
Members considered the quotations noted as A, B and C and agreed to discard 'B'.
- f) **PACT (Partners and Community Together) meetings in Barnt Green** – County Councillor P McDonald is in discussions with the Police and Crime Commissioner regarding a PACT in Barnt Green. It was **agreed** to appoint Cllr E Gumbley to represent the parish council at PACT meetings, with Cllr R Briggs as reserve.
- g) **Walking Bus** – it was **agreed** to support, in the form of, for instance, finding the cost of hi-viz jackets and signage, the setting-up of a Walking Bus in Barnt Green and discussions would be broached with St Andrews First School and its PTA.

16/11 Events

- a) **Christmas Lights:** the switching-on event on Friday 4th December 2015 with carols in Millennium Park had not run quite as smoothly as expected and it was agreed to have a re-think for next year. A meeting of those involved would be arranged.
- b) **Sport Relief Mile 2016:** to take place on Sunday 20th March 2016. Cllr E Gumbley is taking the lead role on behalf of the parish council liaising with Barnt Green Chuggers.
- c) **Shindig Theatre** – 'The Origin of Species' on 16th April 2016; noted.
- d) **Open Gardens** – on the weekend of 2nd and 3rd July 2016, noted.

16/12 Communications

A list of the correspondence received in the office was available from the Executive Officer.

16/13 Governance

- a) Review of the parish council's General Risk Assessment:
It was agreed to accept the revised document.
- b) Approval of submission for Foundation level, Local Council Award Scheme
It was agreed to approve the submission as prepared by the Executive Officer to gain accreditation at Foundation level of the Local Council Award Scheme.

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16/14 Finance

- (i) **Current finances:** the bank reconciliation to the 31st December 2015 was presented and accepted. It was noted that the payment for office rent in December had been paid twice and members agreed to let that stand as a prepayment for March 2016 and to alert the bank to withhold the standing order payment in March.
No list of payments was circulated at this time.
- (ii) **Internal book-keeping check:** members noted that Cllr R Briggs had carried out the second-quarter check of the parish council's book-keeping on 11/11/2015.
- (iii) **Executive Officer's training:** it was **agreed** to support the EO's attendance at Society of Local Council Clerks conference 25th and 26th February 2016 (shared costs)
- (iv) Update to the budget for 2016/17 – having taken into account the demands on the budget for 2016/17, members were minded to set the precept for 2016/17 at £57,000. This figure would be put for ratification to the parish council's next meeting after receipt of relevant information from Bromsgrove District Council relating to the Council Tax Support Grant and the Council Tax Base calculation.
- (v) **It was agreed** to close the meeting as per Public Bodies (Admission to Meetings) Act 1960 to allow for discussion of confidential matters relating to staff remuneration.
- (vi) **It was agreed to:-**
 - a) Confirm the successful completion of the Executive Officer's six-month probationary period and the position would now be permanent.
 - b) Commence staff pension arrangements via NEST from 01/04/2016; the relevant staff member would be notified of the agreed details. Information would be sought regarding death-in-service cover. Members thanked the Chairman for the work he had put in to the report on staff pensions.

The meeting was re-opened.

16/15 Councillors' reports and items for future agendas

- (i) Report on meetings attended –
Cllr R Cholmondeley attended the WorcsCALC Bromsgrove Area Committee on 09/12/15 which had focused on Neighbourhood Watch issues and had also been attended by Tony Armond, Barnt Green's Neighbourhood Watch coordinator. The two had met subsequently to discuss Barnt Green NW issues.
- (ii) Agree attendance of councillors at forthcoming meetings:
WCC Budget Consultation evening on 21/01/2016, Cllr R Cholmondeley.
- (iii) Report minor matters of information not included elsewhere on the agenda – none
- (iv) Items for future agendas - none

16/16 Date and Venue of Next Meeting

The next meeting will be held on Wednesday 3rd February 2016 at 80 Hewell Road.

This meeting ended at 9.20pm.

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Chairman

3rd February 2016