Bournheath Parish Council

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Parish Councillors:
L Colley (Vice Chair), G Davies (Chair), M Guest, P Hughes, K May, S Moir and M Stepin.

To Members of Bournheath Parish Council,

Notice is hereby given that the next meeting of Bournheath Parish Council is to be held on Wednesday 14th January 2026 commencing at 7.00pm.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting. The meeting is open to the press and members of the public to put questions or raise concerns regarding matters on this agenda or for future consideration.

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the Clerk know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recordings and photograph equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photograph or asking people to repeat statements for the benefit of the recording. You may not make oral commentary during the meeting. The Chair has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting. Please see our policy on Recording at Meetings available on our website for further details.

Please note that members of public exercising their right to speak during Public Question Time may be recorded.

AGENDA

1 Apologies

To receive apologies and approve reasons for absence.

2 Declarations of interests

a) Register of Interests - Councillors are reminded of the need to update their Register of Interests

b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature

c) To declare any Other Disclosable Interests in items on the agenda and their nature. Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of Paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

3 Dispensations

Having declared a Disclosable Pecuniary Interest, members may apply for a dispensation. A completed dispensation form must be delivered to the Clerk before the start of the meeting; members will consider any dispensations so received at this point.

The meeting will be adjourned for Public Question Time (up to 15 minutes)

The time allocated is at the discretion of the Chair. Residents are invited to air any views and question the Parish Council on issues on this Agenda, or raise issues for future consideration, at the discretion of the Chair. There is no expectation on the council to respond to any comments made at this time.

Members of the public may not take part in the meeting itself. This period is not part of the formal meeting and will not form part of the minutes (time allowed 15 minutes).

4 Planning

No new applications, the following applications were decided in December:

Application ref	25/01311/PIP
Location	Land At Mount Road Fairfield Worcestershire
Proposal	Proposed development of three new dwellings
Decision	Permission in Principle Granted

Application ref	25/01154/CPL
Location	21 Fairfield Road Bournheath B61 9JW
Proposal	4m single storey rear extension. Max. 3m high.
Decision	C of L Proposed Use- Approval

5 County Councillor and District Councillor Reports

a) Worcestershire County Council Cllr M Dunkley

i) County Council update

ii) Parish resident requests update

b) Bromsgrove District Council — Cllr K May/Cllr S Nock
   i) District Council update
   ii) Parish resident requests update

6 Approval of Minutes: 26th November 2025 — Cllr G Davies

7 Chair's Report — Cllr G Davies

8 Reports from community associates
a) Neighbourhood Watch Co-ordinator — Cllr M Guest
b) Village Community Centre — Cllr L Colley
c) Footpath's Warden Report — Cllr G Davies

9 Project reports
a) Woodland and flood prevention project — Clerk
b) VAS replacement for Doctors Hill — Clerk
c) Doctors Hill/Dodford Road Noticeboard — Cllr M Guest
d) Parish Flag for Tuppenny Cake — Cllr S Moir

10 Clerks Parish report and Finance review
a) Lengthsman update
b) Authorisation of payments - review and approve receipts and payments for November and December
c) Bank reconciliation - to approve statements for November and December
d) To appoint a third councillor as a banking mandate holder
e) Budget 2026/2027 and Precept 2026/2027 approval:
   i) to consider and approve the Budget for 2026/2027 financial year
   ii) based upon the precept figure stated in the approved 2026/2027 Budget; to consider and approve the Precept request to Bromsgrove District Council for 2026/2027
f) To consider and approve the appointment of an internal auditor for 2025/2026 Parish Council accounts and AGAR return.

11 Bromsgrove District Council and Dog waste bins
To review existing placement of waste bins in the village and to consider any changes or new bins (two request residents requests – new waste bin request for the Recreation Ground and movement of Dog Waste bin located behind residential homes on Fairfield Road).

12 Bournheath Village Community Centre (BVCC)
To consider and approve the options available to Bournheath Parish Council regarding a future lease agreement between the Trustees of BVCC and the Parish Council.

13 Men in Sheds – new community bench
To consider and approve the offer from Men in Sheds, to build a new outdoor bench for the Community Orchard at the Recreation ground.

14 Reports from Parish Councillors
Each councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. This item is not for debate or decision making but for future Council/community development.

15 Date, time and venue for next Parish Council Meeting

The next meeting is to be held on 11th February 2026 at 7.00pm, Bournheath Community Centre.

Ro Hardeman
Clerk and Responsible Financial Officer, Bournheath Parish Council
7th January 2026