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 11th February 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

Applications:

Application ref	26/00077/A21 – The Parish is not a consultee
Application type	Article 21 Discharge of conditions
Application validated	Thu 22 Jan 2026
Expiry date	Thu 26 Feb 2026
Location	39 Parish Hill Bournheath Worcestershire B61 9JH
Proposal	25/00055/OUT - Discharge condition 5 - materials, and condition 11 CEMP Construction and Environment Management Plan

Decisions:

Application ref	25/01155/FUL
Location	21 Fairfield Road, B61 9JW
Proposal	Demolition of side and rear extensions. Erection of double and single storey side extension.
Decision	Application Granted

Application ref	25/01189/REM
Location	39 Parish Hill, B61 9JH
Proposal	Submission of Reserved Matters (landscaping) pursuant to outline planning permission 25/00055/OUT
Decision	Grant Reserved Matters

5 County Councillor and District Councillor Reports

a) Worcestershire County Council — Cllr M Dunkley
   i) County Council update
   ii) Parish resident requests:
      (1) Rocky Lane – request for speed limit review/TRO (traffic regulatory order)
      (2) VAS installation at Doctors Hill

b) Bromsgrove District Council — Cllr K May/Cllr S Nock
   i) District Council update
   ii) Parish resident requests:
      (1) BDC bins and bench for Orchard - to arrange a meeting with Leon Hill to review the bin requests (Recreation Ground/Fairfield Road removal of bin and Doctor Hill bin to be moved away from the seating area). The bench location in the orchard will be determined by BDC and will need to meet their risk assessment criteria
      (2) Tupenny Cake update - Karen has confirmed that any assets on Tuppenny Cake are under BDC jurisdiction
      (3) Electricity update - National Grid has undertaken some work in the village and replaced some fuses which should stop the power outages. Also confirmed, prior to any planned housing developments, a utilities infrastructure review is undertaken.

6 Approval of Minutes: 14th January 2026 — 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) Bournheath Village Community Centre lease — Clerk
c) Village flowerboxes – spring planting — All
d) Parish Flag for Tuppenny Cake — Cllr S Moir
e) Bournheath Summer Fete (Saturday 13th June) — Cllr S Moir

10 Clerks Parish report and Finance review

a) Lengthsman update
b) Authorisation of payments - review and approve receipts and payments for January
c) Bank reconciliation - to approve statement for January
d) To appoint a third councillor as a banking mandate holder
e) To consider and approve the 2026/2027 Council meeting schedule
f) Parish requests:

i) Contact Highways to request that the damaged grit bin is replaced – logged with WCC
ii) Spring Newsletter - to add to the availability of aqua sacks and information on how to use them
iii) Spring Fete – to contact the hay bale supplier for provisional costs for hire (2025, 30 bales for £180).

11 Exclusion of Public and Press to pass a resolution to exclude the public and press under the Public Bodies (Admission to Meetings) Act 1960, to discuss the following confidential matters:
To consider and approve office and staffing costs for 2026/2027 budget.

12 Budget 2026/2027 and Precept 2026/2027 approval:
a) to consider and approve the Budget for 2026/2027 financial year
b) 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.

13 Local Heritage List Nominations - Bournheath Parish
To consider and approve how best to manage the request from Strategic Planning and Conservation Team for nominating buildings or structures for the heritage list.

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 March 2026 at 7.00pm, Bournheath Community Centre.

Ro Hardeman
Clerk and Responsible Financial Officer, Bournheath Parish Council
5th February 2026