Bournheath Parish Council

Correspondence to:
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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 March 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	26/00200/CPL
Application type	Certificate Proposed Lawful Use/Dev
Application validated	Fri 20 Feb 2026
Expiry date	Mon 23 Mar 2026
Location	Home Farm Mill Lane Wildmoor Worcestershire B61 0BX
Proposal	A detached garage

Decisions:

Application ref	25/01297/LBC and 25/01296/FUL
Location	Housmans Valley Road Bournheath Worcestershire B61 9HY
Proposal	Conversion and extension of existing outbuilding to provide utility, and home office to be used in connection with existing dwelling.
Decision	Application Granted

Consultee reviews:

1. Worcestershire Waste Local Plan: Early baselining and engagement consultation
2. Wythall Neighbourhood Plan Submission – Regulation 16 Representation Period.

5 County Councillor and District Councillor Reports

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

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

6 Approval of Minutes: 11th February 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) 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 – 2026/27 scheme uplift by 3.95%
b) Authorisation of payments - review and approve receipts and payments
c) Bank reconciliation - to approve submitted statement
d) Office correspondence:
   i) Elan City – extension of warranty
   ii) Grant request - to consider and approve the application from Catshill Baptist Church
   iii) Spring Newsletter – to consider and approve the Spring Newsletter.

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 staff appraisal for August 2024 to August 2025.

12 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.

13 Date, time and venue for next Parish Council Meeting

The next meeting is to be held on 8th April 2026 at 7.00pm, Bournheath Community Centre.

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