



**Members of Catshill & North Marlbrook Parish Council  
are summoned to attend the  
Parish Council Meeting at Catshill Village Hall on  
Thursday 22<sup>nd</sup> February 2018 starting at 7.30pm**

**AGENDA**

1. Chairman's welcome
2. To receive apologies from any member unable to attend
3. Open Forum : official business is suspended in order to receive representations / reports from:
  - 3.1 Members of the public.
  - 3.2 Worcs County Councillor for the Woodvale Division
  - 3.3 Bromsgrove District Councillors for North Catshill, South Catshill and Marlbrook wards.
  - 3.4 Any other community representative
4. To re-open the meeting NB: Members of the Public are very welcome to stay for the whole meeting but unless the Chairman directs otherwise only Parish Councillors and the Executive Officer may speak from this point forward.
5. Declarations of Interest Members are asked to -
  - a) Update their register entry on the Members' Register of Interests where necessary;
  - b) Declare any Disclosable Pecuniary Interests (DPI) in items on the agenda and their nature (a DPI relates to anything on the member's entry in the Members' Register of Interests);
  - c) Declare any Other Disclosable Interests (ODI) in items on the agenda and their nature.Councillors who have declared a DPI or an ODI must leave the room for the relevant item unless granted a dispensation on specific grounds to stay/speak/vote; the request for a dispensation must be put in writing to the Clerk in advance of the meeting.
6. Dispensations To consider any written requests for dispensation from a Member
7. Previous minutes To approve the minutes of the Parish Council meeting held 25/01/18
8. Members' Questions Where possible Members are asked to submit questions in advance of the meeting, particularly if a detailed response is expected.
9. Chairman's Report
10. Clerk's report on delegated actions, update and list of communications
  - 10.1 **Parishioner Correspondence** – To inform Members of the correspondence received during the last month.
  - 10.2 **Purchase of Parish Mobile Phones**
  - 10.3 **Website update including request for completed training dates reminder**
  - 10.4 **Ivy cottage raised bed**
  - 10.5 **Whole Council training**
  - 10.6 **Annual Parish Meeting**

**Relevant correspondence available from the Clerk:** includes weekly CALC updates February 2018; weekly updates from BDC Planning lists, WCC road works lists and reports, Neighbourhood Watch Alerts, NRSWA, Wellbeing in Partnership Feb 2018 plus extra newsletter, Highways England traffic Management Bulletin, Bromsgrove Advertiser, Witness Statistics report, Lickey Hills Society Newsletter, CPRE, Worcestershire Voices Feb 18.

11 Committee and Representatives Reports *Background papers available*

11.1 **Neighbourhood Plan Steering Group** – 31/01/18 (Cllr B McEldowney)

11.2 **Finance and Staffing Committee** – 08/02/18 (Cllr P Baker)

To include discussion and decisions regarding:

- Computer Literacy Classes
- Purchase of a lock up for Parish Storage as per the budget

11.3 **Planning Committee** – 15/02/18 (Cllr T Gillespie)

11.4 **Any other report** from Parish Council representatives including those for:

- **Perryfields Development Meeting with BDC/WCC officers** – 30/01/18 (Cllr T Gillespie)
- **Village Hall Management Committee** – (Cllr J Bate, Cllr O Sweeting)
- **Newsletter** – (Clerk)

12 Finance

*Decisions Required*

12.1 to receive the payments and receipts report of the Responsible Finance Officer and to approve bills for payment (spreadsheet for February to be circulated)

12.2 to note the rates of pay update for minimum wage

12.3 to agree the cost of installation (between £250 and £350) for the notice board to be situated on the Social Club car park

12.4 to agree the application for grant funding to the value of £5000 for the Neighbourhood Plan questionnaire production and distribution

13. To discuss and agree the creation of an Events Steering Group, rather than Committee

14. To note the response made on behalf of the Parish Council in relation to Bromsgrove District Council Hackney Carriage and Private Hire Consultation (closing date 16h February 2018)

15. To review the decision to go 'paperless' and its effectiveness to the Council

16. Items for the next meeting.

17. Date and time of next meetings:

- Environment and Highways Committee – 08/03/18
- Planning Committee – 22/03/18
- Full Parish Council – 29/03/18

\* All meetings at Catshill Village Hall, 7:30pm unless otherwise stated

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Rebekah Powell  
Clerk to the Council 16/02/18

Councillors: O Sweeting (Chairman), B McEldowney (Vice-Chairman), P Baker, M Ball, J Bate, G Blackmoor,  
T Gillespie, V Harman, M Knight, P Masters, M Shepheard, C Stark, N Ward