



MINUTES OF THE PARISH COUNCIL MEETING

Held at Catshill Village Hall

THURSDAY 29th September 2022,

Present: Cllrs B McEldowney (Chair), P Masters, P Baker,
S Osman

In attendance: Clerk – Carol Blake

Apologies – Cllr B Laniosh

Members not present: G Blackmoor,

22/09-01 Chairman's welcome

The Chairman welcomed all present to the meeting

22/09-02 To receive apologies from any Member unable to attend

Cllr Laniosh sent his apologies.

22/09-03 To consider any applications for co-option.

Jess Parry and Karl Burgess applied for co-option and their particulars and personal statement had been circulated to all members. They expressed their interest to join the Parish Council to help the community and enhance the area.

It was agreed that both Jess and Karl be co-opted on to the Parish Council and they joined the meeting.

22/09-04 Open Forum

4.1 Members of the Public

Carole Edensor, a resident from Redland Close, attended the meeting. She raised issues regarding parking in her Close and trees that are overgrown next to her property which need to be cut back. The sap from the trees are causing her driveway to become slippery and she has recently had to pay to have her roof slates cleaned as they had all become green from the tree residue.

Cllr Webb agreed to find out whether anybody from District or County Council have been out to look at the issues regarding the trees, as they may have a preservation order on them, and she will also liaise with Highways regarding the parking issues.

Cllr Webb will contact Carole Edensor and update her on her findings.

4.2 Worcs County Councillor for the Woodvale Division.

Cllr Webb reported that a new Highways Liaison Officer, Richard Sensey, has been appointed.

Next phase of A38 Marlbrook Junction has been agreed. This includes moving the bus stop outside the Miu Miu to Golden Cross Lane opposite the current one. Cllr Webb will find out whether the bus shelter which is owned by the Parish Council will be moved and stored whilst the work is being carried out or whether the Parish Council will need to arrange for this to be done themselves. Solar panel for the VAS sign has been ordered which will be set up on the Golden Cross Lane sign as the current battery-operated sign is only lasting a couple of weeks.

Chadsgrove College has requested a grant from the Parish Council for their community garden.

The Clerk will send Cllr Webb the forms to be completed.

Christmas Lights switch on date will be 26th November and Cllr Parry agreed to be Parish Council representative for this event. She will also liaise with Willowbrook Garden Centre regarding the Christmas Tree for this year.

4.3 Bromsgrove District Councillors for North Catshill, South Catshill and Marlbrook Wards

No update received

4.4 Any other community representative

No update.

22/09-05 Declarations of Interest

None received

22/09-06 To re- open the meeting Parish Councillors and the Executive Officer may only speak from this point forward

22/09-07 Dispensations

No member had submitted a request for dispensation to any agenda item.

22/09-08 Approval of Minutes of previous council meeting and previous matters arising **It was agreed** to accept the minutes of the previous Full Parish Council meeting held 28/07/2022 and Extraordinary meeting held on 07/09/22. The Chairman then duly signed the minutes.

22/09-09 Chairman's Report

The Chairman updated members on the various meetings he had attended during the month.

9.1 Hedgehog Highway Project – Cllr McEldowney reported on an email received regarding the Hedgehog Highway project. A Hedgehog Highway is a 5-inch gap in a fence and is essential in the battle to prevent the extinction of hedgehogs. This gap allows them access to forage for food and meet mates. A Highway surround raises awareness to their plight and encourages others to take part. The project is requesting that the Parish Council use a small portion of our funds to purchase a box of hedgehog highway surrounds and make them available to our residents. Cllr McEldowney will provide an article for this month's Parish magazine.

It was agreed that the Parish would purchase 50 hedgehog highway surrounds at a cost of £150 and purchase more if required.

9.2 Cost of Living Crisis – A meeting was held at Catshill Methodist Church on 12/09/2022 attended by local churches, residents and Councillors to

discuss the current cost of living crisis and what can be done to help residents who are struggling at this time. A spreadsheet has been created by Katie Burgess our Community Builder, to show availability of warm places, times/dates etc. The spreadsheet is continuing to be populated with information and an article will be put in the next news magazine to update residents who do not use social media so that they are made aware of the help they can receive too.

9.3 Christmas Party Event - It was agreed that this event is very popular for the elderly community in the area not only to counteract loneliness but also to provide them with a good afternoon of food and entertainment but as there are now so few Parish Councillors, that it would be difficult for the Council to arrange, organise and manage it.

It was agreed that Cllr McEldowney will contact Gill and Andrew Bate to see if they could take ownership of the event and the Parish Council agreed to fund the event.

9.4 Project Officer update and approval – Cllr Baker updated members on a meeting that he had chaired regarding this vacancy and the best way to move it forward. It was agreed that Cllr Baker would arrange a meeting with Paul Crysell to dilute the role of the Project Officer so that it would be a role that sits alongside the NPSG, and the person would be trained up by Paul Crysell. Cllr Baker will amend the job description and job specification to reflect the new diluted role and will feedback to the Parish Council to seek approval to advertise the role.

9.5 Update on Fireworks Event – Cllr McEldowney attended a meeting where it was agreed that this year’s event will be jointly run by the local Scouts, and the NWWA . They will make preparations for the event and organise the catering, the Parish Council will be its main sponsor. Another meeting is to be organised to discuss and ensure all aspects of the event are covered and everybody is aware of their responsibilities before and during the event.

22/09-10 Finance

10.1 The payments and receipts report to 20/09/2022 was received and noted.

The council’s accounts spreadsheet for September 2022 was circulated.

An excerpt from the council’s accounts spreadsheet for September had been sent along with the bank reconciliation to 20/09/2022, it is as follows:

Bank Reconciliation as at 20/09/2022		
Opening Cash Book balance		£105,685.54
Add receipts between 1 April - 20 Sept 2022	26,960.50	
Less payments between 1 April - 20 Sept 2022	-30,009.50	
Cashbook balance at 20 Sept 2022		£102,636.54
Bank statements at 20 Sept 2022		
Unity Trust Bank	104,667.47	
Soldo account	16.29	
Less unpresented cheques, as list below	2,047.22	
Bank balances at 20 Sept 2022		£102,636.54

10.2 To receive the External Auditor's report on the Parish Council's 2021/22 accounts

Clerk reported that External Audit review 2021/2022 has now been completed and there were no issues, the information provided to them is in accordance with Proper Practices and no other matters had arisen. A comment regarding the level of reserves held when considering future precept requests was included on the report.

10.3 Citizen's Advice Grant request

Clerk has received a request from CAB requesting a grant to assist them with in providing their current level of service.

It was agreed to provide £1000 to them.

10.4 Resident request for more lighting - Clerk reported that this issue regarding lighting at Westfields alley and lighting at Oak Road alleyway is being pursued by Cllr Webb.

10.5 Lengthsman retiring – Clerk reported that the Parish Council's lengthsman is retiring on 30/09/2022. It was agreed that the Parish Council will need to replace him. Clerk will find out if it is legal to request a lengthsman from another area if they would take over his duties or whether Parish Council needs to tender for the position.

22/09-11 Items for Discussion

11.1 Remembrance Service Event - Cllr Baker attended a meeting regarding the event a few weeks ago, he agreed that the Parish Council would pay for the Order of Service booklets and any additional teas and coffees that need to be provided on the day.

It was agreed that the War Memorial light will be switched on for the Remembrance Day Service and left on until after Christmas.

22/09-12 Committee and Representatives Report

12.1 Finance and Staffing Committee – Nothing to report updated at point 9.4

12.2 News Magazine – Cllr Masters – The next news magazine needs to be delivered by the end of October, so articles need to be submitted for inclusion within the next couple of weeks.

12.3 Village Hall Report – No report received.

12.4 Natural Networks Project – Cllr Laniosh had provided a summary of his actions and suggestions to all members. Cllr McEldowney would like to thank Cllr Laniosh for his efforts.

Meeting finished @ 21:10

Date and time of next meeting: 27th October 2022 @ 19:00

Excerpt from September Spreadsheet

Sep-22		Description	Receipts	Payments Gross	Payments VAT	Payments Net
Talk Talk	v097	Office phone and broadband - Aug 2022		46.95		46.95
O2	v098	office mobile		14.74	2.46	12.28
Allen Farnsworth	v099	Lengthsman Aug 22		255.00		255.00
Water Plus	v100	Water Ivy Cottage Gardens		6.75		6.75
Royal Mail	v101	Licence fee		119.64	19.94	99.70
Heron Press	v102	Summer Newsletter		511.00	-	511.00
Sept Salaries	v103-105	Salaries		923.98	-	923.98
Meadowfields Ground Maintenance	v106	Maintain shrubs at gardens Aug 2022		237.60	39.60	198.00
Worcestershire County Council	R4	Lengthsman Refund July 2022	248.75			-
Worcestershire County Council	R5	Lengthsman Refund April 2022	213.75			-
Soldo	v107	Top up debit card		50.00		50.00
Soldo Card -Microsoft monthly fee	v108	Monthly fee		7.99		7.99
Soldo Card -Zoom monthly fee	v108	Monthly fee		14.39	-	14.39
KOS	V109	Standard warranty and standard copy charge		50.40	8.40	42.00
			462.50	2,188.44	70.40	2,118.04
		Total for year to 31/03/2021	26,960.50	30,009.50	2,217.57	27,791.93