



**Members of Catshill & North Marlbrook Parish Council  
are summoned to attend an ordinary meeting on  
Thursday 27th Jan 2022 starting at 19:00 in Catshill  
Village Hall**

Members of the public are welcome to attend for the duration of the meeting and may speak at item 3 to ask questions related to the agenda or to suggest items for future consideration.

*C M Blake*

Carol Blake

Clerk to the Council 21/01/2022

**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. Declarations of Interest
5. To re-open the meeting Parish Councillors and the Chairman may only speak from this point forward.

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 any Member
  7. Previous minutes and matters arising from previous meeting. To approve the minutes of the Parish Council meeting held 25/11/2021
  8. Chairman's Report to include:
    - 8.1 Grant decision for Village Hall floor (email sent previously)
    - 8.2 Planning Applications on the website
    - 8.3 Remembrance Service
    - 8.4 Christmas Events
    - 8.5 Smart Water decision
    - 8.6 Platinum Jubilee of Queen
    - 8.7 WCC Draft Budget Proposals 2022/23

9. Clerk's report on delegated actions, progress updates and communications received

- 9.1 To consider and agree Internal Auditor to be appointed for 21/22 accounts
- 9.2 HMRC VAT Refund
- 9.3 Plantscape quotation (document sent)
- 9.4 Review Risk Assessment and Asset Register (documents sent)
- 9.5 Review Financial regulations and Internal Financial Controls (documents sent)

10. Finance

10.1 To receive the payments and receipts report to 20/01/2022 and related budget comparison see below. Note all bills for payment are as approved in the budget

<b>Bank Reconciliation as at 20/01/2022</b>		
Opening Cash Book balance		<b>£86,117.87</b>
Add receipts between 1 April - 20 Jan 2022	77,421.58	
Less payments between 1 April - 20 Jan 2022	-48,546.39	
Cashbook balance at 20 Jan 2022		<b>£114,993.06</b>
Bank statements at 20 Jan 2022		
Unity Trust Bank	119,855.03	
Soldo card	26.73	
Less unrepresented items, as list below	4,888.70	
<b>Bank balances at 20 Jan 2022</b>		<b>£114,993.06</b>

11. Items for discussion:

- 11.1 Natural Networks Project update – Cllr Laniosh
- 11.2 Footpaths training update – Cllr Laniosh
- 11.3 Adding Junior Councillors to website and update from Junior Councillors – Cllr Laniosh
- 11.4 Update regarding solar lights – Cllr Osman

12. **Committee and Representatives Reports**

To include any relevant feedback from working group leads:

- 12.1 **Neighbourhood Plan Steering Group** – Cllr McEldowney
- 12.2 **Environment and Highways Committee** - Cllr I Hooper
- 12.3 **Whitford Vale and Perryfields Development** - Cllr P Baker
- 12.4 **Planning Committee** – Cllr T Gillespie Minutes circulated
- 12.5 **Finance and Staffing Committee** Cllr P Baker
- 12.6 **Village Hall Management** Cllr Hooper
- 12.7 **Newsletter and Events** Cllr P Masters

13. **Date and time of next meeting**

Excerpt from accounts spreadsheet for Jan 2022

<b>Jan-22</b>			<b>Description</b>	<b>Receipts</b>	<b>Payments Gross</b>	<b>Payments VAT</b>	<b>Payments Net</b>
Unity Trust Bank	d/d	V148	Bank charge, 3rd quarter		18.00	-	18.00
VAT Refund HMRC		R12	VAT Refund HMRC	3,993.55			
Worcestershire County Council		R13	Lengthsman Refund Oct 2021	290.00			
O2	d/d	v149	office mobile		13.20	2.20	11.00
Grenke	D/D	v150	Grenke Leasing for Copier		76.97	12.83	64.14
Talk Talk	d/d	v151	Office phone and broadband - Dec 2021		46.95		46.95
Allen Farnsworth	BACS	v152	Lengthsman Dec		240.00		240.00
January Salaries	S/O	v153-154	Salaries Jan 2022		177.60		177.60
Birmingham City Council	BACS	v155	Catshill Flower Bed Ivy Cottage		1,040.98		1,040.98
CLlr Laniosh	BACS	V156	Car mileage for Footpath Training Course		21.60		21.60
HMRC	BACS	v157	Month 7 & 8 PAYE & NI		369.82		369.82
Elan City Ltd	BACS	v158	Traffic cameras		2,342.84	390.47	1,952.37
Mrs C Blake	BACS	v159	Working from Home Allowance		24.00		24.00
Soldo	BACS	v160	Top up debit card		30.00		30.00
Soldo Monthly Fee			Microsoft monthly sub		7.99		7.99
Soldo - Amazon			A4 Paper		6.91		6.91
Soldo Lanyard	Soldo Card	v161	Amazon Lanyard Brett		9.99	-	9.99
Soldo Lanyard			Amazon Lanyard Phil and Paul		19.98		19.98
				4,283.55	4,416.83	405.50	4,011.33
			<b>Total for year to 31/03/2022</b>	<b>77,421.58</b>	<b>47,874.53</b>	<b>4,421.57</b>	<b>43,452.96</b>

Councillors: B McEldowney (Chairman), J Alderson, P Baker, G Blackmoor, T Gillespie, I Hooper, M Johnson, P Masters, S Osman, B Laniosh, A Jilani