



**Members of Catshill & North Marlbrook Parish Council
are summoned to attend an ordinary meeting on
Thursday 26th January 2023 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 20/01/2023

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
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.
5. To re-open the meeting Parish Councillors and the Chairman may only speak from this point forward.
6. Dispensations
To consider any written requests for dispensation from any Member
7. Previous minutes and matters arising from previous meetings_ To approve the minutes of the Parish Council meeting held on 01/12/2022
8. Chairman's Report to include:
 - 8.1 Planning, Environment and Highways Committee meeting
 - 8.2 Update on Christmas Party Event

- 8.3 Village Hall report
- 8.4 Grant application – Catshill Community Library £500 request
- 8.5 Grant application - Bromsgrove Hub £245.78 request
- 8.6 Grant application - Chadsgrove School in providing a Warm Space Café £1800 request
- 8.7 NP Annual Review Report
- 8.8 King’s Coronation 6th May

9 Finance

9.1 To receive the payments and receipts report to 20/01/2023 and related budget comparison see below. Note all bills for payment are as approved in the budget

Bank Reconciliation as at 18/01/2023			
Opening Cash Book balance		£105,685.54	
Add receipts between 1 April - 18 Jan 2023	56,589.13		
Less payments between 1 April - 18 Jan 2023	-54,423.46		
Cashbook balance at 18 Jan 2023		£107,851.21	A
Bank statements at 18 Jan 2023			
Unity Trust Bank	109,891.24		
Soldo card	18.66		
Less unpresented items, as list below	2,058.69		
Bank balances at 18 Jan 2023		£107,851.21	B

- 9.2 Update on Lengthsman position
- 9.3 Review Asset register (document sent 05/01/2023)
- 9.4 Review Risk Assessment policy (document sent 05/01/2023)
- 9.5 Review Financial Regulations policy (document sent 05/01/2023)
- 9.6 Review Internal Financial controls (document sent 05/01/2023)
- 9.7 Ratify pay award 22-23
- 9.8 To record HMRC vat refund received 22-23
- 9.9 Summer plants quote to be reported

10. Items for discussion:

- 10.1 Recruiting new councillors report – Cllr Baker
- 10.2 Project Officer Update – Cllr Baker
- 10.3 Worcestershire County Council Budget 2023/24 – Cllr Baker
- 10.4 Meet up Monday at Pub idea – Cllr Laniosh/Burgess
- 10.5 Diamond buses update – Cllr Laniosh
- 10.6 Remembrance Service complaint/suggestion – Cllr Osman
- 10.7 To agree solar panel upgrade for VAS sign – Cllr Osman
- 10.8 Donation of £250 to Chadsgrove for wildlife boxes – Cllr Osman
- 10.9 Donation to First School for bulbs and equipment for planting – Cllr Osman

11. Committee and Representatives Reports

To include any relevant feedback from working group leads:

- 11.1 **Finance and Staffing Committee** Cllr P Baker
- 11.2 **News Magazine** Cllr P Masters
- 11.3 **Junior Councillors** – Cllr Laniosh
- 11.4 **Natural Networks Project and Footpaths Report** – Cllr Laniosh

12. **Date and time of next meeting** Thursday 23rd February 2023 @ 19:00 Catshill Village Hall

Excerpt from accounts spreadsheet for January 2023

Jan-23		Description	Receipts	Payments Gross	Payments VAT	Payments Net
Jenny's Kitchen	V167	Christmas party caterers		572.16	95.36	476.80
Soldo	v168	Top up debit card		60.00		60.00
Unity Trust Bank	v169	Bank charge, 3rd quarter		18.00	-	18.00
VAT Refund HMRC	r9	VAT Refund HMRC	3,113.13			
Water Plus	V170	Water Ivy Cottage Gardens		6.54		6.54
O2	V171	office mobile		14.74	2.46	12.28
Talk Talk	V172	Office phone and broadband - Dec 2022		49.95		49.95
Grenke	V173	Grenke Leasing for Copier		76.97	12.83	64.14
JRB Enterprise Ltd	V174	Dog waste bags		327.60	54.60	273.00
Cllr Laniosh	V175	Footpath working group expenses		60.00		60.00
Salaries Jan 23	V176-178	LP salary Jan 2023		972.45		972.45
HMRC	V179	Month 7, 8 & 9 PAYE & NI		698.64		698.64
Soldo - Top up on card		Top up on card		30.00		30.00
Soldo - Zoom Monthly Fee		Zoom Monthly Fee		14.39		14.39
Soldo - Top up on card		Top up on card		60.00		60.00
Soldo renewal card fee		Soldo renewal card fee		5.00		5.00
Soldo - Collection of Christmas tree to charity		Collection of Christmas tree to charity		16.88		16.88
Soldo-	v180	A4 paper Amazon		5.25	-	5.25
Soldo - Worc County Council licence for cherry picker to remove Christmas lights		Worc County Council licence for cherry picker to remove Christmas lights		30.00		30.00
Soldo - Microsoft monthly fee		Microsoft monthly fee		7.99		7.99
Soldo - Stamps		First class stamps		9.05		9.05
Soldo - Top up on card	V181	Top up on card		50.00		50.00
			3,113.13	2,885.61	165.25	2,720.36
		Total for year to 31/03/2022	56,589.13	54,423.46	2,802.62	51,620.84

Councillors: B McEldowney (Chairman), P Baker,
P Masters, S Osman, B Laniosh, J Parry, K Burgess