



## Members of Catshill & North Marlbrook Parish Council

are summoned to attend an ordinary meeting on  
**Thursday 31<sup>st</sup> October 2024 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 25/10/2024

### **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 29/09/2024
8. Chairman's Report to include:
  - 8.1 Update and discussion on War Memorial
  - 8.2 To discuss grant request for Catshill Village Hall

## 9. Finance

9.1 To receive the payments and receipts report to 21/10/2024 and related budget comparison see below. Note all bills for payment are as approved in the budget

Bank Reconciliation as at 16/10/2023			
Opening Cash Book balance		£105,931.00	
Add receipts between 1 April - 16 Oct 2024	31,879.75		
Less payments between 1 April - 16 Oct 2024	-45,855.92		
<b>Cashbook balance at 16 Oct 2024</b>		<b>£91,954.83</b>	<b>A</b>
<b>Bank statements at 16 Oct 2024</b>			
Unity Trust Bank	100,610.92		
Soldo account balance before closure	14.60		
Less unrepresented cheques, as list below	£8,670.69		
<b>Bank balances at 16 Oct 2024</b>		<b>£91,954.83</b>	<b>B</b>

9.2 Quote for Internal Audit for 24/25 Accounts to be discussed

9.3 Budget figures for 25/26 to be discussed

9.4 Ivy Cottage Garden work and winter flowers to be discussed

10. Items for discussion:

10.1 Dock garden update

10.2 Events update and discussion

11. **Committee and Representatives Reports** 4

To include any relevant feedback from working group leads:

11.1 **News Magazine** Cllr P Masters

11.2 **Junior Councillors** – Cllr Parry

12. **Date and time of next meeting** Thursday 28<sup>th</sup> November 2024 @ 19:00 Small Room Village Hall

Excerpt from accounts spreadsheet for Oct 2024 and current budget figures up to Oct 2024

<b>Oct-24</b>						
Soldo Card		Microsoft monthly fee - July		7.99		7.99
Cllr Sami Osman	v091	Stickers with PC Logo for dog waste bins		120.00		120.00
Cllr Sami Osman	v092	Storage rack for lock-up garage		233.78		233.78
Worcestershire County Council	<b>R5</b>	Lengthsman Refund Aug 2024	<b>145.00</b>			-
IMS Brickwork	V093	Install chatty benches		1,356.00		1,356.00
Unity Trust Bank	v094	Bank charge, 2nd quarter		18.00	-	18.00
Bromsgrove District Council	<b>R6</b>	Second half of 2023/24 precept	<b>25,402.50</b>			-
Mission Create Ltd	V095	Boards for Bonfire Event		900.00	150.00	750.00
SLCC	V096	Yearly membership fee		183.00		183.00
Meadowfields Ground Maintenance	V097	Maintain shrubs at gardens Sept 24		237.60	39.60	198.00
Cllr Brett Laniosh	V098	Parking Expenses		5.70		5.70
Citizens Advice Bureau	V099	Grant for CAB		1,000.00		1,000.00
Catshill Baptist Church	V100	Grant for white goods scheme		5,000.00		5,000.00
JRB Enterprise Ltd	V101	10 Boxes of Dog waste bags		325.20	54.20	271.00
<b>Salaries Oct</b>		<b>Salaries</b>		<b>910.01</b>		<b>910.01</b>
Mrs C Blake	V103	Microsoft monthly fee paid by Clerk		7.99		7.99
Equals Money Debit card	V106	Top up debit card		70.00		70.00
HMRC	V107	PAYE & NI Month 4		175.61		175.61
HMRC	V108	PAYE & NI Month 5		175.99		175.99
HMRC	V109	PAYE & NI Month 6		176.19		176.19
Grenke	V110	Grenke Leasing for Copier		76.97	12.83	64.14
Water Plus	V111	Water Ivy Cottage Gardens		8.02		8.02
Talk Talk	V112	Office phone and broadband Sept 2024		52.95		52.95
O2	V113	office mobile		18.79	3.13	15.66
ICO	V114	Data protection fee		35.00		35.00
KOS	v115	Standard warranty and standard copy charge		33.60	5.60	28.00
Chris Cooke	v116	Lengthsman Aug 24		311.70	51.95	259.75
Chris Cooke	v117	Lengthsman Sept 24		161.70	26.95	134.75
				<b>25,547.50</b>	<b>11,531.79</b>	<b>11,187.53</b>
				<b>31,879.75</b>	<b>45,855.92</b>	<b>42,317.62</b>

<b>RECEIPTS to date 16/10/2023</b>	<b>Agreed budget 2023/2024</b>	<b>Budget summary</b>	<b>Actual as at 16/10/2023</b>
Precept	50805	50,805	25,402.50
Interest	0	-	
Lengthsman reimbursement	3000	3,000	1,097.25
Donations / grants	0	-	5,380.00
Newsletter advertising	0	-	
VAT Refund	3300	3,300	
Other income	0	-	-
Capital Reserve Fund	30000	30,000	
<b>Total receipts</b>	<b>87,105</b>	<b>87,105</b>	<b>31,879.75</b>
<b>PAYMENTS to date 16/10/2024</b>			
Staff Costs	20,000	20,000	7,838.66
Administration	5,200	5,200	1,335.39
CALC	3,000	3,000	1,494.32
Auditor Fees	500	500	505.00
Training	500	500	-
Insurance	1,500	1,500	1,195.02
Chairman's Allowance	450	450	-
Elections / by-elections	-	-	-
Grants/Donations	10,000	10,000	8,501.46
Events	11,200	11,200	3,399.25
Communications	4,000	4,000	2,635.00
Gardens	6,000	6,000	2,260.33
War Memorial	250	250	186.78
Lengthsman	3,500	3,500	1,562.30
Environment	4,000	4,000	1,751.90
Neighbourhood Plan	250	250	-
Capital Projects	13,355	13,355	9,652.21
S.137	100	100	-
VAT	3,300	3,300	
Payments: Revenue Budget	<b>87,105</b>	<b>87,105</b>	42,317.62
<b>VAT paid</b>		-	3,538.30
<b>Total payments</b>	<b>87,105</b>	<b>87,105</b>	45,855.92

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