



# Members of Catshill & North Marlbrook Parish Council are summoned to attend the annual meeting on Thursday 29th May 2025 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 7 to ask questions related to the agenda or to suggest items for future consideration.

C M Blake Carol Blake Clerk to the Council 20/05/2025

#### **AGENDA**

- To elect the Chairman for the 2025/26 civic year.
   The Chairman will sign their Declaration of Acceptance of the Office of Chair.
- 2. To elect the vice Chair for the 2025/26 civic year
- 3. Chairman's Welcome
- 4. To record absences and receive any apologies for absence.
- 5. Declarations of interest:
  - a) All councillors are reminded to keep their Register of Interests up to date.
  - b) All councillors must declare any interest ie. Disclosable Pecuniary Interest (DPI), Other Registerable Interest (ORI) or Non-Registerable Interest (NRI), in items on the agenda and their nature. In keeping with the council's **Code of Conduct**, members must leave the meeting during the discussion relating to the item in which the interest has been declared unless a dispensation has been requested and granted.
- 6. To consider any request from a councillor for a dispensation to be allowed to stay in the meeting after declaring an interest. Such request, in writing, must be given to the Clerk before the meeting starts.
- 7. Open Forum: official business is suspended in order to receive representations / reports from:
  - 7.1 Members of the public
  - 7.2 Worcs County Councillor for the Woodvale Division
  - 7.3 Bromsgrove District Councillors for North Catshill, South Catshill and Marlbrook wards.
  - 7.4 Any other community representative.

#### 8. To complete annual business in keeping with the council's Standing Orders:

- I. Confirmation of the accuracy of the minutes of the last meeting of the Council; meeting held 24/04/2025.
- II. Sign correct AGAR form as incorrect form was sent
- III. Review of the council's Standing orders (document sent 20/05 for reading prior to mtg).
- IV. Review of the council's Financial Regulations (document sent 20/05 for reading prior to mtg).
- V. Review of Publications scheme (document sent 20/05 for reading prior to mtg).
- VI. Review of Code of Conduct (document sent 20/05 for reading prior to mtg).
- VII. Review of the council's Scheme of Delegation (document sent 20/05 for reading prior to mtg).
- VIII. Committees and attendees for this year
- IX. Objectives and projects for 25/26 financial year

#### 9. Finance

9.1 To receive the payments and receipts report to 19/05/2025 and related budget comparison see below. Note all bills for payment are as approved in the budget

Bank Reconciliation as at 19/05/2025			
Opening Cash Book balance		£69,516.94	
Add receipts between 1 April - 19 May 2025	26,123.00		
Less payments between 1 April - 19 May 25	-15,994.72		
Cashbook balance at 19 May 2025		£79,645.22	Α
Bank statements at 19 May 2025			
Unity Trust Bank	86,015.92		
Add Equals Card	12.73		
Less unpresented cheques, as list below	6,383.43	£79,645.22	В
Bank balances at 19 May 2025			

## 9.2 Quote for Internal Audit 25/26

#### 10. Items for Discussion

- 10.1 Chatty bench issues at Braces Lane
- 10.2 Ivy Cottage garden
- 10.3 Neighbourhood plan
- 10.4 Data from speed cameras

## 11. Committee and Representatives Reports

To include any relevant feedback from working group leads:

- 11.1 **News Magazine** Cllr P Masters
- 11.2 **Junior Councillors** Cllr Parry/Pagett
- 11.3 **Footpaths Working Group** Cllr Laniosh
- 12. **Date and time of next meeting** Thursday 26<sup>th</sup> June @ 19:00

# Excerpt from accounts spreadsheet for May 2025

		invoice ref				Payments	Payments
May-25	How paid	V/R	Description	Receipts	Payments Gross	VAT	Net
Daren Lacey	BACS	v014	Easter event		53.60		53.60
Kaos Disco	BACS	V015	Catshill Festival and VE Day day street party		550.00	-	550.00
Minsec Ltd	BACS	V016	Good Friday security		96.00		96.00
Maxine Warr	BACS	V017	Internal Audit		200.00	-	200.00
Daren Lacey	BACS	v018	VE Day event		128.53		128.53
Top Ents Ltd	BACS	V019	Catshill Festival tent		1,070.40	178.40	892.00
Marianna Bei	BACS	V020	Catshill Festival		425.00		425.00
Daren Lacey (Lucy Fur)	BACS	V021	Remainder of balance		100.00		100.00
Daren Lacey (Josh Davidson Music)	BACS	v022	Acoustic session		350.00		350.00
Entertainment)	BACS	V023	Rag n Bone tribute act		250.00		250.00
Daren Lacey	BACS	v024	Diesel for generator for both weekend events		70.01		70.01
Variety Bunker singalong	BACS	V025	11TH May Street Party		200.00		200.00
Miss Em singer	BACS	V026	11th May Street Party		200.00		200.00
EON	d/d	v027	Electricity for War Memorial		94.63		94.63
Zurich Insurance	BACS	v028	Annual Insurance		1,052.14		1,052.14
Meadowfields Ground Maintenance	BACS	v029	Maintain shrubs at gardens in April 2025		237.60	39.60	198.00
JRB Enterprise Ltd	BACS	v030	Dog waste bags		325.20	54.20	271.00
Heron Press	BACS	V031	Spring newsletter		575.00		575.00
Minsec Ltd	BACS	V032	Security for 10 and 11 May		1,056.00		1,056.00
RMW Groundworks Ltd	BACS	V033	Hire of 4 generators		480.00		480.00
Worcestershire CALC	BACS	v034	CALC Membership		1,570.11	189.71	1,380.40
Equals Card Top up	BACS	V035	Top up for card		40		40
Salaries	S/O	v036 -37	Salaries May 2025		1,063.38	-	1,063.38
Mrs C Blake	BACS	v038	Working from Home Allowance		24.00	-	24.00
Unity Trust Bank	D/D	V039	Monthly service charge		6.00		6.00
O2	d/d	v040	office mobile		20.20	3.37	16.83
Water Plus	d/d	v041	Water Ivy Cottage Gardens		8.13		8.13
Talk Talk	d/d	v042	Broadband for office		55.95	-	55.95
Equals Debit card	Equals	v043	Amazon- A4 paper		15.49		15.49
			Microsoft monthly fee		10.49		10.49
			Microsoft monthly fee		10.49		10.49
			ba.a.d.l.a.d	_	10 244 75	ACE 20	0.770.47
			subtotal May 2025		10,244.75	465.28	9,779.47
	1	L	total for year to date	26,123.00	15,994.72	556.10	15,438.62

Councillors: B McEldowney (Chairman),
P Masters, S Osman, B Laniosh, J Parry, K Burgess, R Pagett, M Pagett, T Gillespie, A O'Hare