



Catshill & North Marlbrook Parish Council

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

You are duly summoned to attend the meeting of Catshill & North Marlbrook Parish Council
At 7pm, Thursday 30th October 2025 at Catshill Village Hall

C M Blake
Carol Blake
Clerk to the Council 23/10/2025

AGENDA

1. Acceptance of Apologies

2. Declarations of Interest

- a) Register of Interests: Councillors are reminded of the need to update their register of interests.
 - b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - c) To declare any Other Disclosable Interests in items on the agenda and their nature.
- Councillors who have declared a Disclosable Pecuniary Interest, or another Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.
- d) To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) – written requests to be with the clerk at least four clear days prior to a meeting.

The meeting will be adjourned for up to 15 minutes for Public Question-time. The time allocated is at the discretion of the Chair. Residents are invited to air any views and question the Parish Council on issues on this Agenda, or raise issues for future consideration, at the discretion of the Chair. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting and will not form part of the minutes (Time allowed up to 15 min)

3. Reports from outside bodies and District and County Councillors

4. To discuss co-option form received from resident

5. Minutes of the Parish Council Meeting held on 25/9/2025

5.1 For approval

5.2 Actions

On-Going Actions from May Meeting

- 5.2.1 Cllr Osman and Cllr Webb to meet and agree downloading of speed data - Cllr Osman
- 5.2.2 Arrange meeting with Middle School – Cllr Pagett
- 5.2.3 Investigate ongoing supply and purchase of dog waste bags – Cllr M Pagett

On-Going Actions from June Meeting

- 5.2.4 Hedge to be cut back on Stourbridge Rd – Cllr Dunkley
- 5.2.5 Cllr Dunkley reported that the VAS sign to be moved to Cobnall Rd is on-going
- 5.2.6 VAS sign by Willowbrook to be moved into the 30mph zone – Cllr Dunkley.
- 5.2.7 Quote for work required at the Dock Garden – Cllr Masters

On-Going Actions from July Meeting

- 5.2.8 All Christmas lights to be tested – Cllr R Pagett/Cllr Osman
- 5.2.9 Approval to be obtained to put Christmas lights on lampposts up towards Tesco Express – Cllr R Pagett/Parry

On-Going Actions from Sept Meeting

- 5.2.10 Cllr Parry to be added to the Bank Account to be able to approve payments
- 5.2.11 Clerk to contact Cllr Dunkley regarding painting 30 mph on Stourbridge Rd by Crown to Willowbrook
- 5.2.12 Cllr Webb to contact Police to obtain data from the speed checks on Stourbridge Rd
- 5.2.13 Cllr Laniosh to sign off Village Hall contract and return to Phil Lacey
- 5.2.14 Cllr M Pagett to obtain breakdown of Training plan from CALC
- 5.2.15 Discuss Annual Parish Meeting to be held in May 2026

6. Finance and General Purposes

6.1 To receive the payments and receipts report to 14/10/2025 and related budget comparison see below. Note all bills for payment are as approved in the budget.

Bank Reconciliation as at 14/10/2025			
Opening Cash Book balance		£69,516.94	
Add receipts between 1 April - 14 Oct 2025	51,990.50		
Less payments between 1 April - 14 Oct 2025	-52,385.08		
Cashbook balance at 14 Oct 2025		£69,122.36	A
Bank statements at 14 Oct 2025			
Unity Trust Bank	82,154.05		
Equals Card	8.94		
Less unpresented cheques, as list below	£13,040.63		
Bank balances at 14 Oct 2025		£69,122.36	B

6.2 Excerpt from accounts spreadsheet for Oct 25

Oct-25	Ref	Description	Receipts	Payments Gross	Payments VAT	Payments Net
Worcestershire County Council	R3	Second half of 2023/24 precept	25,867.50			-
Unity Trust Bank	V107	Bank charge, monthly charge		6.00	-	6.00
Meadowfields Ground Maintenance	v108	Maintain shrubs at gardens Sept 25		237.60	39.60	198.00
JRB Enterprise Ltd	v109	10 Boxes of Dog waste bags		298.80	49.80	249.00
Mrs C Blake	v110	WFH Allowance		30.00		30.00
Salaries Oct 25	v111	PO Salary Oct 2025		1,059.11	-	1,059.11
Heron Press	V113	Autumn newsletter		575.00		575.00
Water Plus	v114	Water Ivy Cottage Gardens		8.26		8.26
O2	v115	office mobile		34.68	5.78	28.90
Talk Talk	v116	Office phone and broadband Sept 2025		55.95		55.95
Catshill Community Events	V117	Remainder of Fireworks Event Budget		4,000.00		4,000.00
Elan City	V118	Extended warranty 3 years for VAS		16.36	2.73	13.63
Catshill Village Hall	V119	Rental of Village Hall for 2025		2,220.00		2,220.00
Catshill Games Hub	V120	Update equipment and buffer for non-payers		3,000.00		3,000.00
Worcs CALC	V121	Cllr Laniosh training		42.00	7.00	35.00
HMRC	v122	Month 4 PAYE & NI		353.26		353.26
HMRC	v123	Month 5 PAYE & NI		441.94		441.94
HMRC	v124	Month 6 PAYE & NI		398.69		398.69
HMRC	v125	Month 7 PAYE & NI		367.87		367.87
Equals Card Top up	v126	Top up for card		70		70
Equals Debit card	v127	Amazon hard drive for laptop		41.89		41.89
		Microsoft monthly fee		8.49		8.49
		Amazon A4 Paper		5.99		5.99
			25,867.50	13,201.89	104.91	13,096.98
			51,990.50	52,385.08	2,433.37	49,951.71

6.3 Budget increase for Fireworks event to be discussed

6.4 Draft Budget for 26/27 to be discussed



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7. Committee and Representatives Reports

7.1 Chairman's Report

7.2. Clerks Report and Correspondence

- 7.2.1 Grant request received from Catshill Baptist Church to be discussed
- 7.2.2 Charge for WIFI in office to be discussed

7.3 Planning and Environment

7.4 Training and Professional Development

7.5 Communications

- 7.5.1 News Magazine
- 7.5.2 Taking photos at events
- 7.5.3 Parish Website

7.6 Reports from Parish Councillors

Each councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. This item is not for debate or decision making but for future Council/community development.

8. Date and time of next meeting Parish Council Meeting

Thursday 27 November 2025 at 7.00pm In Catshill Village Hall

PLEASE NOTE THAT PARISH COUNCIL MINUTES ARE AVAILABLE FOR INSPECTION ON THE COUNCIL'S WEBSITE OR FROM THE EXECUTIVE OFFICER