



**Members of Catshill & North Marlbrook Parish Council
are summoned to attend the
Parish Council Meeting at Catshill Village Hall on
Thursday 29th October 2015 starting at 7.30pm**

AGENDA

1. Chairman's welcome
2. To receive apologies from any member unable to attend
3. Co-option There are 2 vacant seats for the Woodrow ward which the parish council is expected to fill by co-option.
4. **Open Forum** : official business is suspended in order to receive representations / reports from:
 - 4.1 Members of the public.
 - 4.2 Worcs County Councillor for the Woodvale Division. Sheila Blagg has produced a report for October 2015, circulated to members by e-mail and paper copy
 - 4.3 Bromsgrove District Councillors for North Catshill, South Catshill and Marlbrook wards.
 - 4.4 Any other community representative
5. To re-open the meeting NB: Members of the Public are very welcome to stay for the whole meeting but unless the Chairman directs otherwise only Parish Councillors and the Executive Officer may speak from this point forward.
6. 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.
7. Dispensations To consider any written request for dispensation from a member.
8. Previous minutes To approve the minutes of the parish council meeting held 24/09/2015
9. Members' Questions Where possible Members are asked to submit questions in advance of the meeting, particularly if a detailed response is expected.
10. Chairman's Report Cllr O Sweeting to report.
11. Clerk's report on delegated actions, update and list of communications

No decisions are required during this agenda item

11.1 **Ivy Cottage Progress Report** – Update on current position

11.2 **Bonfire and Fireworks Event** – Update on progress

- 11.3 **Remembrance Day Event** – Update on progress
- 11.4 **New Homes Bonus Scheme** – Confirmation of the allocation of £3,500 via the scheme to the Parish Council
- 11.5 **SLCC Conference** – Report regarding the Clerk’s attendance at the Society of Local Council Clerks Conference – 15-17/10/15
- 11.6 **Letter to Steve Mobley** – Communication has been made with the Catshill Library in order to forward the ‘Thank you’ card to Mr Mobley
- 11.7 **Correspondence relating to the Combined Authority** – update as to the current position regarding the Combined Authority. Relevant correspondence circulated to members.
- 11.8 **Parishioner Correspondence** – To inform Members of the correspondence received during the month. Excerpt from Parishioner Contact Log circulated.

Relevant correspondence available from the Clerk: includes weekly CALC updates October ‘15; weekly updates from BDC Planning lists, WCC road works lists, Police & Crime Commissioner.

Emails received since last meeting relating to – Potential West Midlands Combined Authority, Worcestershire CALC AGM Agenda, Superfast Worcestershire Partnership Update, Digital Inclusion Correspondence

Items Carried Forward: Further investigation as to Land Registry in relation to the War Memorial

12 Committee and Representatives Reports ***Background papers available***

- 12.2 **Finance and Staffing** Committee meeting held 08/10/15 (Cllr P Baker); draft minutes to be circulated.
- 12.3 **Planning Committee** meeting held 22/10/15 (Cllr M Knight); draft minutes to be circulated.
- 12.4 **Any other report** from Parish Council representatives including those for:
 - Newsletter – (Cllr P Masters)
 - Catshill Village Hall management committee (Cllr J Bate or O Sweeting)
 - Website Development Working Party 14/10/15 (Cllr O Sweeting or P Masters)
 - Bromsgrove Emergency Planning Forum 28/10/15 (Cllr O Sweeting, Cllr T Gillespie or Cllr B McEldowney)

13 Finance ***Decisions Required***

- 13.1 to receive the payments and receipts report of the Responsible Finance Officer and to approve bills for payment (spreadsheet circulated);
- 13.2 To approve the following for the secure operation of the council’s bank account, following the resolution at meeting held 30/07/2015, minute no. 15/07-13.2 to change the administrator to the Parish Council’s Bank Account and in direct relation to the removal of Gill Lungley as a ‘User’:
 - a) The amendments to the Mandate for the operation of the bank accounts , payment instructions and banking services be approved and be provided to the Bank by persons authorised to do so in accordance with the Bank’s procedures and the Mandate;
 - b) The bank is entitled to rely upon the amended Mandate until it receives a later Mandate amending it;
 - c) The Bank will be notified in writing of any changes to the organisation as per the terms and conditions of the account.

Due to this, these minutes are to be signed by two authorised signatories on behalf of the organisation.

- 13.3 Authorised signatories to complete and sign forms relating to:
- a) ALTO Mastercard prepaid card closure and re-open with current Clerk details
 - b) Internet banking services in order to add Cllr O Sweeting as a user
 - c) Telephone banking to add current Clerk as a user
- 14 To consider the Parish Council's budget for 2016/17 and agree precept
Supporting documents circulated with this Agenda; the current precept is £27,319
- 15 To consider the possibility of a Community Event to mark the celebrations of the Queen's 90th Birthday in June 2016
- 16 To consider the need for the Parish Council to begin the use of Social Media
Supporting documents acquired from SLCC conference to be circulated. If the Parish Council decides to begin the use of Social Media, a policy regarding this will need to be developed
- 17 Items for the next meeting.
- 18 **Date and time of next meetings:**
- Planning Committee – 05/11/15 and as and when required
 - CALC AGM at Worcester County Hall - 25/11/15
 - Full Parish Council Meeting - 26/11/15

Catshill & North Marlbrook Parish Council, Catshill Village Hall,
Golden Cross Lane, Catshill, BROMSGROVE B61 0JZ
tel: 01527 873266 / 07813 671899
e-mail: clerk@catshillandnorthmarlbrook-pc.gov.uk
website: www.catshillandnorthmarlbrook-pc.gov.uk

Rebekah Powell
Clerk to the Council 20/10/2015

Councillors: O Sweeting (Chairman), G Blackmoor (vice-Chairman), P Baker, M Ball, J Bate,
T Gillespie, M Knight, B McEldowney, P Masters, M Shephard, S Webb