



**Members of Catshill & North Marlbrook Parish Council
are summoned to attend an ordinary meeting on
Thursday 24th June 2021 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 18/06/2021

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. To re-open the meeting Parish Councillors and the Chairman may only speak from this point forward.
5. 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.
6. Dispensations To consider any written requests for dispensation from any Member
7. Previous minutes To approve the minutes of the Annual Parish Council meeting held 27/05/2021
8. Chairman's Report to include:
 - 8.1 West Mercia Local Policing Charter
 - 8.2 Precept Surplus Spending Suggestions
 - 8.3 Neighbourhood Plan Approval
 - 8.4 Watering Ivy Cottage Garden
9. Clerk's report on delegated actions, progress updates and communications received

Relevant correspondence available from the Clerk:

- 9.1 Ratify working from home allowance £6 per week from March 2020
- 9.2 To review and approve Insurance Policy (document sent)

9.3 To review and approve Training Policy (document sent)

9.4 To review and approve Press and Media Policy (documents sent)

10. Finance

10.1 To receive the payments and receipts report to 20/06/2021 and related budget comparison see below. Note all bills for payment are as approved in the budget

Bank Reconciliation as at 20/06/2021			
Opening Cash Book balance		£86,117.87	
Add receipts between 1 April - 20 June 2021	35,700.00		
Less payments between 1 April - 20 June 2021	-14,026.10		A
Cashbook balance at 20 June 2021		£107,791.77	
Bank statements at 20 June 2021			
Unity Trust Bank	110,449.39		
Soldo account	6.15		
Less unrepresented cheques, as list below	2663.77		
Bank balances at 20 June 2021		£107,791.77	B
			£0.00
Unrepresented cheques:			
	v030	261.60	
	v031	662.57	
	v032	177.60	
	v038	240.00	
	v039	237.60	
	v040	240.00	
	v041	396.00	
	v043	445.00	
	v044	3.40	
		2,663.77	

11. Items for discussion:

11.1 Parish Council email accounts- Cllr Laniosh

11.2 Action Plan Update if any – Cllr Baker

11.3 Update from Footpaths group if any– Cllr Laniosh

11.4 Update regarding solar lights and Summer Fete if any – Cllr Osman

12. **Committee and Representatives Reports**

To include any relevant feedback from working group leads:

12.1 **Neighbourhood Plan Steering Group**

12.2 **Environment and Highways Committee** - Cllr I Hooper

12.3 **Whitford Vale and Perryfields Development** - (Cllr P Baker)

12.4 **Planning Committee** – (Cllr T Gillespie)

12.5 **Finance and Staffing Committee** (Cllr P Baker)

12.6 **Newsletter and Events Committee** (Cllr P Masters)

12.7 **Village Hall Management** (Cllr Hooper)

13. **Date and time of next meeting**

Excerpt from accounts spreadsheet for June 2021

Jun-21	How paid	invoice ref V/R	Description	Receipts	Payments Gross	Payments VAT	Payments Net
JRB Enterprise Ltd	BACS	v030	10 Boxes of Dog waste bags		261.60	43.60	218.00
Salaries June	BACS	v031-v032	PO Salary June 2021		840.17	-	840.17
O2	d/d	v033	office mobile		19.82	3.30	16.52
Water Plus	d/d	v034	Water Ivy Cottage Gardens		24.07		24.07
KOS	d/d	v035	Standard charge for printer		27.00	4.50	22.50
Talk Talk	d/d	v036	Broadband for office		44.45	-	44.45
Soldo card - Bittfender	soldo		Anti virus		16.00		16.00
Soldo Card Ink Cartridge	soldo		Stinky Ink		9.71	1.62	8.09
Soldo Monthly Fee		v037	Microsoft monthly sub		7.99		7.99
Soldo card - Zoom June 21	soldo		Subscription for Zoom June 2021		14.39	2.40	11.99
Allen Farnsworth	BACS	v038	Lengthsman May		240.00		240.00
Meadowfields Ground Maintenance	BACS	v039	Maintain shrubs at gardens in May 2021		237.60	39.60	198.00
SMIS Ltd	BACS	v040	Website updates		240.00	40.00	200.00
Mrs C Blake	BACS	v041	Working from Home Allowance SLCC Guidelines		396.00	-	396.00
Soldo	BACS	v042	Top up debit card		70.00		70.00
Heron Press	BACS	v043	Summer Newsletters		445.00		445.00
Bromsgrove District Council		R2	Lengthsman Refund Feb 2021	200.00			-
Mrs J Hallett	BACS	v044	Adjustment from last month as tax code was not amended		3.40	-	3.40
			subtotal May/June to 20/06/2021	-	2,827.20	135.02	2,692.18
			total for year to date	35,700.00	14,026.10	1,326.42	12,699.68

Councillors: B McEldowney (Chairman), J Alderson, P Baker, G Blackmoor, T Gillespie, I Hooper, M Johnson, P Masters, S Osman, B Laniosh, D West