



**Members of Catshill & North Marlbrook Parish Council  
are summoned to attend the  
Parish Council Meeting at Catshill Village Hall on  
Thursday 25<sup>th</sup> June 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 have filled by co-option. The District Council has the authority to call another election and information on this is expected.
4. **Open Forum** : official business is suspended in order to receive representations / reports from:
  - 3a) Members of the public.
  - 3b) Worcs County Councillor for the Woodvale Division. Sheila Blagg has produced a report for June 2015, circulated to members by e-mail and paper copy
  - 3c) Bromsgrove District Councillors for North Catshill, South Catshill and Marlbrook wards:
  - 3d) Any other community representative eg Community Support Officer.
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 21/05/2015
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

  - 11a) **New Homes Bonus** – grant application submitted for funding for replacement bus shelter on A38 near Golden Cross Lane/Braces Lane crossroads; BDC will consider applications on 27/07/2015 and make final decision on 02/09/2015
  - 11b) **Annual Bonfire and Fireworks** – fireworks and playing field booked for 31/10/2015; project management to be agreed via Councillors O Sweeting, B McElDowney
  - 11c) **Local Council Award Scheme** – confirmation that the parish council meets the requirements for the Foundation Award to be put to the next parish council meeting
  - 11d) **Golden Cross Lane** (part) – concerns about the health and safety of the wall, pavement & rubbish bins opposite Catshill Village Hall have been passed on to Environmental Services
  - 11e) **Stourbridge Road** (part) – concerns about the sale of cars on grass verge/roadside have been passed to Worcestershire Regulatory Services

Relevant correspondence available from the Clerk: includes weekly CALC updates May & Jun '15; weekly updates from BDC Planning lists, WCC road works lists, Police & Crime Commissioner. Emails received since last meeting relating to - Emergency Planning; Banking are appended.

12. Committee and Representatives Reports

*Background papers available*

- 12a) **Finance & Staffing** Committee meeting 01/06/2015 (Cllr P Baker); draft minutes circulated  
The committee met to consider the recruitment procedure for a new Clerk; short-listing of applicants will be carried out on 22/06/15 and interviews are to be held on 01/07/2015.  
The committee has delegated authority to appoint the most suitable candidate.
- 12b) **Planning Committee** meeting held 11/06/2015 (Cllr M Knight); draft minutes circulated.  
App ref.15/ 0385, log 638 re 71 Braces Lane; two-storey rear extension. PC comment submitted: "No comment"
- 12c) **Environment & Highways** committee meeting held 11/06/2015; draft minutes circulated.  
To note -  
- repairs in progress to the Stourbridge Road bus shelter base and the War Memorial gate;  
- all parish council bus shelters are to be cleaned;  
- legal advice has been appointed to approve the proposed garden licence;
- 12d) **War Memorial** working party meeting held 12/06/2015 (Cllr P Baker)
- 12e) **Any other report** from parish council representatives including those for:
- Newsletter – summer 2015 edition due to be distributed at end of June
  - Marlbrook Tip – meeting to be held 29/06/2015, 17:30 at BDC
  - North West Ward Association, trustee for Catshill Meadow
  - Catshill Village Hall management committee
  - Worcestershire CALC – Bromsgrove area meeting held 10/06/2015

13. **FINANCE**

**Decisions Required**

- 13.1 To note information required by bank re the Financial Service Compensation Scheme
- 13.2 To approve the following for the secure operation of the council's bank account, following the resolution at meeting held 21/05/2015, minute no. 15/05-22.3 to change signatories:
- 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, and the Bank is entitled to rely on instructions given by any person named in section 3 and may disclose any information relating to the account to any such person;
  - c) The Bank is under no duty to make enquiries before acting on the instruction of any person named in section 3;
  - d) The Bank will be notified in writing of any changes to the organisation as per the terms and conditions of the account.
- 13.3 To note change of provider for office landline and broadband
- 13.4 To note the current financial situation (spreadsheet to be circulated)
- 13.5 To approve payments for May/June2015 (spreadsheet to be circulated)

14. Items for the next meeting to include: consideration of the consultation being carried out by Bromsgrove District Council on a revised Statement of Principles under the Gambling Act 2005.

15. **Date and time of next meetings:**

- Finance & Staffing Committee meeting 16<sup>th</sup> July 2015, 7.30pm
- Parish Council meeting 30<sup>th</sup> July 2015, 7.30pm

11. Correspondence: Emails of note received since the last meeting -

**26/05/2015 - Emergency Planning**

*My name is Rebecca Pritchett , and I am the new North Worcestershire Civil Contingencies and Resilience Manager, taking over the role from Richard David-Leech who has now moved onto a new role within the NHS.*

*I, like Richard, have come to the role having worked for the emergency planning team at Worcestershire County Council, and am excited to take on the diversities of the role.*

*I am particularly interested in supporting you to develop/refresh your Parish Emergency Plan to help increase the resilience and preparedness in your local communities. As such I will be arranging a short forum in October to provide information and guidance, should there be interest in this.*

*If you have any questions please don't hesitate to contact me- you will note I have taken over all Richards old numbers.*

*I look forward to meeting you all in the future.*

**Rebecca Pritchett**

*North Worcestershire Civil Contingencies and Resilience Manager*

*Wyre Forest District Council*

*01562 732711 / +44 7515 190922*

**18/06/2015 – Financial Services Compensation Scheme**

*Dear Mrs Lungley*

*The Prudential Regulation Authority (PRA) is making changes to the Financial Service Compensation Scheme (FSCS) and the types of organisations that are eligible for protection.*

*These changes become effective from 3rd July 2015 and from that date some public authorities may now be eligible for protection. In order for us to determine if you are protected by this scheme, **it is important** that you inform us of the annual budget / precept for **Catshill & North Marlbrook Parish Council**.*

*We require this information to determine your eligibility and update your account accordingly and determine your eligibility.*

*Please reply to this email confirming your annual budget by **Wednesday 24th June**.*

*For further information about the compensation provided by the FSCS, refer to the FSCS website at [www.FSCS.org.uk](http://www.FSCS.org.uk).*

*Kind regards*

**Richard Rose**

**Head of Banking Operations**