



**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> February 2016 starting at 7.30pm**

**AGENDA**

1. Chairman's welcome
2. To receive apologies from any member unable to attend
3. Co-option  
There is 1 vacant seat 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; February report circulated.
  - 4.3 Bromsgrove District Councillors for North Catshill, South Catshill and Marlbrook wards.
  - 4.4 Any other community representative – To include Mr Michael Dunphy, Strategic Planning Manager for Planning and Regeneration, Bromsgrove District Council who will be providing an overview for Neighbourhood Planning and be available for a question and answer session from Members.
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 28/01/2016
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
11. Clerk's report on delegated actions, update and list of communications
  - 11.1 **Parishioner Correspondence** – To inform Members of the correspondence received during the month. Excerpt from Parishioner Contact Log to be circulated. To include update on progress at Churchstone Close regarding former resident correspondence.
  - 11.2 **New Homes Bonus Grant** – Correspondence with BDC regarding the erection of the Bus shelter
  - 11.3 **Erection of fencing along slip road on Golden Cross Lane** – WCC have actioned the erection of a picket fence along the area of road previously identified by a parishioner as having issues with parking.
  - 11.4 **War Memorial Update** – Insurance and Structural Survey have been investigated.
  - 11.5 **Tesco Bags of Help Scheme** – Correspondence from the scheme as identified that unfortunately the Parish Council were unsuccessful in obtaining the grant applied for at this time.
  - 11.6 **Progress with advertising for Assistant Clerk** – Job description, Personnel Specification and Advert have been reviewed by the Finance and Staffing Committee and Planning Committee Chairman
  - 11.7 **Progress of research into Neighbourhood Planning Grant Application** - The Department for Communities and Local Government have increased the level of funding available to all

groups from £8,000 to £9,000 from 1 April 2016. There are two strands of funding available – Technical Support and Neighbourhood Planning Grant.

**Relevant correspondence available from the Clerk:** includes weekly CALC updates January '16; weekly updates from BDC Planning lists, WCC road works lists, Police & Crime Commissioner. Emails received since last meeting relating to – Worcestershire Voices E Bulletin, Neighbourhood Watch Alerts

**Items Carried Forward:** Letter to schools requesting support for 20mph speed limit enforcement, Application for Locality Fund to be deferred until after the attendance of an advisor on Neighbourhood Plan at FPC (process begun through research)

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

12.1 **Planning Committee** meeting held 18/02/16 (Cllr M Knight); draft minutes to be circulated

12.2 **Finance and Staffing Committee** meeting held 18/02/16 (Cllr P Baker); draft minutes to be circulated

12.4 **Any other report** from Parish Council representatives including those for:

- Worcs Parish Conference – 24/02/16 (Cllr B McEldowney or Clerk)
  - Catshill Village Hall management committee – 08/02/16 (Cllr O Sweeting or Cllr J Bate)
  - Update regarding the ongoing situation of the garden in Barley Mow Lane - (Cllr M Ball)
- To include consideration by the Council of any further agreed action if necessary

**Decision Required**

- West Midlands Rail Franchise Report – consultation deadline 22/03/16 (Cllr P Baker)

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 to be circulated);

14 To consider a request for support from a parishioner to close or relocate a footpath on their land (Supporting information available

[http://www.worcestershire.gov.uk/info/20237/public\\_rights\\_of\\_way/975/recording\\_changing\\_and\\_closing\\_public\\_rights\\_of\\_way](http://www.worcestershire.gov.uk/info/20237/public_rights_of_way/975/recording_changing_and_closing_public_rights_of_way)

and parishioner correspondence circulated)

15 To consider the opportunity to apply for New Homes Bonus Grant 16/17

There will be changes to the New Homes Bonus Scheme which will reduce the available funding for future years. Applications are invited from Monday 4th April 2016, closing at 5pm on Friday 27th May 2016.

16 To consider the need for Business Cards and/or badges for Members to use when representing the Council

17 To discuss items to be implemented into an Action Plan for the Council

Examples of Action Plans circulated to Members with a draft of ideas for Catshill and North Marlbrook and the agreed budget for reference. It is suggested that, following consideration by Full Parish Council, the Action Plan should be referred to each committee for discussion and addition of further Actions. Final Action Plan to then be confirmed following Annual Parish Meeting allowing for input from Parishioners.

18 Items for the next meeting.

19 Date and time of next meetings:

- Planning Committee and Neighbourhood Planning Sub Committee – 17/03/16
- Worcester Area CALC – 09/03/16
- Environment and Highways Committee – 10/03/16
- Full Parish Council – 31/03/06

\* All at 7:30pm

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Rebekah Powell  
Clerk to the Council 20/02/16

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