



**Members of Catshill & North Marlbrook Parish Council  
are summoned to attend the  
Parish Council Meeting at Catshill Village Hall on  
Thursday 30<sup>th</sup> June 2016 starting at 7.30pm**

**AGENDA**

1. Chairman's welcome from Vice Chair, Cllr B McEldowney due to the absence of the Chair
2. To receive apologies from any member unable to attend
3. Co-option  
There are currently 2 vacant seats on the Parish Council. The first is now open to Co-option following no response from electors to the display of the Casual Vacancy notice. The second is now subject to the same notice of Casual Vacancy which has now been issued by Electoral Services to be displayed for 14 days, with a start date of 25<sup>th</sup> June 2016. Following this period, if there is no response to the notice, the vacancy will be open to Co-option.  
Members are requested to consider the Co-option of Mr Neil Ward onto the Council. Application and supporting information have been circulated in both email and hard copy form.
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.
  - 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 26/05/16
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.
  - 11.2 **War Memorial Update** – Progress in relation to the Structural Survey of the Memorial and Land Registry
  - 11.3 **Commencement of organisation of Remembrance Service Event**
  - 11.4 **Bus Shelters** – Progress in relation to the shelter being obtained through the New Homes Bonus Grant from last year to be sited on Birmingham Road and the suggested shelter on Golden Cross Lane

- 11.5 **Identification badges for the Council**
- 11.6 **Litter Picker Role** – Clarification as to the situation relating to the Parish and BDC Litter Picker routes
- 11.7 **Progress with application for 20mph speed limit** around Co-op area to encompass the entrances to schools in Catshill, including a decision to be made in relation to contact with residents **Decision Required**
- 11.8 **Beehive Close grassed area** – contact from BDC in relation to the land being unadopted
- 11.9 **Situation with New Homes Bonus Grant 2016/17**

**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, Neighbourhood Watch Alerts, , monthly newsletter relating to M5 junctions 4a to 6 smart motorways, Healthwatch Worcestershire Annual Conference Invitation, Fields in Trust, Worcestershire Voices, Superfast Worcestershire Summer Newsletter, Wellbeing in Partnership, Lickey Hills Society Newsletter, Invitation to Annual Community Emergency Parish Forum, Invitation to CPRE Wychavon Throckmorton Meeting

**Items Carried Forward:** Contact to Social Club in relation to the siting of a notice board, obtaining a quote for notice boards, obtaining quote for place name signs, ordering trees from Woodland Trust Free Tree Programme, Handrail and steps between A38 / Lingfield Walk, Investigations into Asset Register values, Meeting dates document, leaflet promoting the Council

- 12 Committee and Representatives Reports **Background papers available**
  - 12.1 **Planning Committee** meeting held 09/06/2016 (Cllr M Knight); draft minutes and Chairs Report circulated
  - 12.2 **Finance and Staffing Committee** meeting held 16/06/2016 (Cllr P Baker); draft minutes circulated. With the agreement of the Council Agenda Item 14 could also be considered at this point in the meeting.
  - 12.3 **Communications Working Party** meeting held 27/06/16 (Cllr P Masters)
  - 12.4 **Any other report** from Parish Council representatives including those for:
    - Update regarding the ongoing situation of the garden in Barley Mow Lane (Cllr M Ball) **Decision Required**

To include consideration by the Council of any further agreed action if necessary

    - Newsletter report (Cllr P Masters)
- 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);
  - 13.2 Following receipt of the Annual Report for CAB Bromsgrove and Redditch as requested; to consider their request for a grant. Previous years the Parish Council has provided a £500 grant
- 14 To consider assisting the Village Hall Trustees by the Parish Council employing a Hall Manager/Cleaner on their behalf as per the Finance and Staffing Committee (Cllr J Bate)  
Minutes from the Extraordinary Village Hall Management Meeting circulated
- 15 To identify, and vote for, a Chair and Vice Chair for each Committee (Finance and Staffing, Planning, Environment and Highways)
- 16 To identify Lead Councillors to co-ordinate the Annual Bonfire Event.  
This role will include analysis of procedures on the night and the development of Finance and General risk assessments as per the Finance and Staffing Committee
- 17 To consider the reduction of hard copies of Agenda documentation for Councillors with access to email
- 18 To discuss and provide opinion in relation to the IBA Planning Application at Sandy Lane Quarry (Cllr T Gillespie Lead)  
Email and hard copies of information relating to the application circulated to Members for consideration.

19 Items for the next meeting.

Members are invited to consider any projects they feel would be of benefit within Catshill and North Marlbrook for consideration by the Council

Members are invited to submit any suggestions for items for the next meeting to the Clerk

20 Date and time of next meetings:

- Finance and Staffing Committee – to be arranged
- Planning Committee – 07/07/16 (Members to note the change of date please)
- Environment and Highways Committee – 14/07/16
- Full Parish Council – 28/07/16 \* All at 7:30pm, Catshill Village Hall
  
- Bromsgrove Area Meeting – 14/09/16
- Executive Committee- 20/07/16

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Rebekah Powell  
Clerk to the Council 23/06/16

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