



**Members of Catshill & North Marlbrook Parish Council
are summoned to attend the
Parish Council Meeting at Catshill Village Hall on
Thursday 26th April 2018 starting at 7.30pm**

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 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.
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 a Member
7. Previous minutes To approve the minutes of the Parish Council meetings held 22/02/18 and 29/03/18
8. Members' Questions Where possible Members are asked to submit questions in advance of the meeting, particularly if a detailed response is expected.
9. Chairman's Report
10. Clerk's report on delegated actions, update and list of communications
 - 10.1 **Parishioner Correspondence** – To inform Members of the correspondence received during the last month.
 - 10.2 **Internal and External Audit dates**
 - 10.3 **Neighbourhood Plan Grant Applications**
 - 10.4 **Receipt of Blachere Lights catalogue**
 - 10.5 **General Data Protection Regulation**
 - 10.6 **Ivy Cottage Garden Replant**
 - 10.7 **Lengthsman Contract renewal**
 - 10.8 **Clarification of costings for storage unit**

Relevant correspondence available from the Clerk: includes weekly CALC updates April 2018; weekly updates from BDC Planning lists, WCC road works lists and reports, Neighbourhood Watch Alerts, NRSWA, Wellbeing in Partnership April, Highways England traffic Management Bulletin, Bromsgrove Advertiser, Worcestershire Voices April 18, Healthwatch Worcestershire bulletin, Executive Officer Report to area, NALC's GDPR Toolkit

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

11.1 **Neighbourhood Plan Steering Group** – 04/04/18 (Cllr B McEldowney)

11.2 **Annual Parish Meeting** – 12/04/18 (Cllr O Sweeting)

11.3 **Planning Committee** – 19/04/18 (Cllr T Gillespie)

To note the response previously made to the Draft High Quality Design SPD document on behalf of the Parish Council

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

- **Village Hall Management Committee** – (Cllr J Bate, Cllr O Sweeting)
- **News Magazine** – (Clerk)

12 Finance

Decisions Required

12.1 to receive the payments and receipts report of the Responsible Finance Officer and to approve bills for payment (spreadsheets for year end to March 31st and April to be circulated)

12.2 to agree delegation of powers to the Finance and Staffing Committee to review quotes for Parish Council Insurance and select the best value product for the year ahead

13. To agree the adoption of Standing Orders that reflect changes provided by NALC

14. To agree the action plan for the Council's progression to General Data Protection Regulation Compliance

To include an update on progress to date (Clerk/Cllr Baker)

15. To discuss the planting of a tree or shrub in memory of the late Cllr P Callaway

16. To consider if the Council wishes to assist NALC by providing a contribution to the consultation on unauthorised developments and encampments

17. To review the following documents and policies:

- Risk Assessment and Risk Management
- Insurance Policy
- Asset Register

18. Items for the next meeting

19. Date and time of next meetings:

- Finance and Staffing Committee – 10/05/18
- Planning Committee – 24/05/18
- Annual Parish Council Meeting – 31/05/18

* All meetings at Catshill Village Hall, 7:30pm unless otherwise stated

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Rebekah Powell
Clerk to the Council 16/04/18

Councillors: O Sweeting (Chairman), B McEldowney (Vice-Chairman), P Baker, M Ball, J Bate, G Blackmoor,
T Gillespie, V Harman, M Knight, P Masters, M Shephard, C Stark, N Ward