



MINUTES OF THE PARISH COUNCIL MEETING

Catshill Village Hall

Thursday 28th September 2023, 7.00pm

Present: Cllrs B McEldowney (Chair), P Masters, M Amin,
K Burgess, J Parry

In attendance: Clerk – Carol Blake

Apologies – Cllr's Laniosh, Osman

Members not present:

23/09-01 Chairman's welcome

The Chairman welcomed all present to the meeting

23/09-02 To receive apologies from any Member unable to attend

Apologies had been received from Cllr's Osman and Laniosh.

23/09-03 To consider any applications for co-option.

Siavash Khafajizadeh applied for co-option and his particulars and personal statement had been circulated to all members. He expressed his interest to join the Parish Council to help the community and enhance the area.

It was agreed that Siavash be co-opted on to the Parish Council and he joined the meeting.

Open Forum

23/09-04 4.1 Members of the Public

No members of the public were present.

4.2 Worcs County Councillor for the Woodvale Division.

Cllr Webb updated members on the anti-social behaviour on Shelley Close with youths riding motor bikes without helmets etc. Community safety team and the police have been informed of this.

Cllr Webb has a meeting at the School on 23/10 regarding the skatepark as there will now be a new school council due to previous pupils on the council moving up a school year. She is trying to secure some funding for the skatepark from District Council and asked whether the Parish Council would consider paying for a Wi-Fi shelter which would help to light up the area and also keep youths entertained, the approximate figure for the shelter would be £10k and could be included in next year's capital budget. This will be discussed further in the next meeting.

VAS sign has been moved from Braces Lane to Wildmore Road and the one that was outside Willowbrook has been moved on to the A38 outside the hotel.

3-4 brackets need to be ordered for the poles.

Due to the change of governance the District Council has chosen a hybrid system as there was no overall control, the cabinet consists of three independent and three conservatives, and a leader and it is working well.

4.3 Bromsgrove District Councillors for North Catshill, South Catshill and Marlbrook Wards

CLlr McEldowney had attended a meeting to discuss the future of the Artrix Theatre in Bromsgrove, there is a possibility that the premises will be used by an Arts theatre from Solihull, whose premises are infected by the RAAC concrete. Currently working with Bromsgrove Community Arts, to arrange a contract for them to run the Artrix, early in the new year.

4.4 Any other community representative

No update.

23/09-05 Declarations of Interest

None received.

23/09-06 To re- open the meeting Parish Councillors and the Executive Officer may only speak from this point forward

23/09-07 Dispensations

No member had submitted a request for dispensation to any agenda item.

23/09-08 Approval of Minutes of previous council meeting and previous matters arising
It was agreed to accept the minutes of the previous Full Parish Council meeting held 27/07/2023.

23/09-09 Chairman's Report

The Chairman updated members on the various meetings he had attended during the month.

9.1 To discuss purchasing another VAS - Deferred for discussion and approval in next meeting.

9.2 To discuss purchase of Chatty Bench **It was agreed** to go ahead and purchase 3 Lowther benches and discuss the location of the benches nearer time of delivery.

9.3 Grant request from CAB **It was agreed** to fund £1000 to CAB, which is the same figure that PC funded them last year.

9.4 Grant request for urgent roof repair Catshill Village Hall - Two roofing companies have been called out to inspect the Village Hall roof and the repair that was carried out last year has turned out to be a totally unprofessional job, with expanding foam and cardboard being used therefore the front of roof is

urgently required to be replaced. The Parish Council have been asked to contribute to the Village Hall replacement roof, this is currently a total figure of £23k. No quotes have been received to date, the original amount that was verbally quoted for was an approximate figure of £6k which has now escalated to £23k, the work is currently being carried out even though the Parish Council have not yet agreed to provide any funding yet. After a robust discussion **it was agreed** to fund an emergency grant for £9500 to help fix the roof and send the three quotes received from roofing companies over to the Clerk and Chairman. The village hall committee will be requesting other grants and doing fund raising to raise the outstanding amount required.

9.5 Addition of Parish Council logo on dog poo dispensers – Chairman asked for ideas from all members on material to be used for the logo to be placed on the dog poo dispensers in the area.

23/09-10

Finance

10.1 The payments and receipts report to 18/09/2023 and half yearly related budget comparison see below was received and noted.

The council’s accounts spreadsheet for Sept 2023 was circulated.

An excerpt from the council’s accounts spreadsheet for Sept had been sent along with the bank reconciliation to 18/09/2023, and half yearly budget comparison it is as follows:

Bank Reconciliation as at 20/09/2023		
Opening Cash Book balance		£102,483.02
Add receipts between 1 April - 18 Sept 2023	26,626.80	
Less payments between 1 April - 18 Sept 2023	-37,851.76	
Cashbook balance at 18 Sept 2023		£91,258.06
Bank statements at 18 Sept 2023		
Unity Trust Bank	93,122.70	
Soldo account	36.35	
Less unpresented cheques, as list below	1,900.99	
Bank balances at 18 Sept 2023		£91,258.06

10.2 To receive the External Auditor’s report on the Parish Council’s 2022/23 accounts.

The Clerk reported that External Audit review 2022/2023 has now been completed and there were no issues, the information provided to them is in accordance with Proper Practices and no other matters had arisen.

10.3 To receive half yearly budget figures.

Up to date figures were provided to members showing the details of the budget comparisons at half year.

23/09-11 Items for Discussion

- 11.1 Remembrance Service Event** Cllr Webb informed all that there is a meeting to be held on 3rd October @ 6:30pm to discuss this event. No volunteers from Councillors as to who will be the link from the Parish Council for this event – this needs to be arranged.
- 11.2 Halloween Event** Cllr Parry has sorted all the Halloween event and Phil Lacey agreed that the Hall would be provided free of charge for this event.
- 11.3 Bonfire Event** - The Parish Council have agreed and advised the Meadow Committee that the Scouts will have sole responsibility for organising the Bonfire & Fireworks Event this year. Although the takings from the event was discussed examples of which were 75% to the Scouts/25% to the Parish Council and/or 100% to the Scouts nothing was agreed to at this meeting. Cllr Burgess will be assisting with counting of the money from the event the following day after the event and a meeting will be organised in January to discuss the takings and who will be benefitting from it this year.
- 11.4 Costing for maintaining The Dock and COVID Memorial Garden – Cllr Osman** Deferred to next meeting.
- 11.5 COVID memorial garden quotes – Cllr Osman** - Deferred to next meeting.

23/09-12 Committee and Representatives Report

- 12.1 Environmental, Planning and Highways – Cllr Osman** No update
- 12.2 News Magazine – Cllr Masters** requested that the news magazine deadline is early next week as the Clerk breaks up for a week's holiday on 05/10.
- 12.3 Junior Councillors – Cllr Laniosh** A meeting at the school will take place on 3rd October and will be attended by Cllr Parry and Cllr Burgess.
- 12.4 Footpaths Working group – Cllr Laniosh** reported that the path that links Little Barnsley Farm and Millennium Way has finally been cleared. Next step is to waymark it. August party cleared path that links Stourbridge Rd and Rocky Ln, path on Bournheath side of M5 from Christchurch Cemetery has been cleared. Path at end of New Rd off Stourbridge Rd has been cleared. September gathering cancelled due to weather. Next gathering is 17th October 2023 where stiles on Monarch's Way will be replaced or fit waymark posts on Little Barnsley Farm/Millennium Way path. Request from the elderly residents who live on Wildmoor Ln on far side of M5 to replace stiles with pedestrian gates. Shirley is aware.

Meeting finished @ 22:05

Date and time of next meeting: 19th October 2023 @ 19:00

Excerpt from accounts spreadsheet and half yearly budget figures for September 23

<u>Sep-23</u>		Description	Receipts	Payments Gross	Payments VAT	Payments Net
Talk Talk	v087	Office phone and broadband - Aug 2023		49.95		49.95
O2	v088	office mobile		17.28	2.88	14.40
Water Plus	v089	Water Ivy Cottage Gardens		7.81		7.81
Chris Cooke	v090	Lengthsman Aug 23		302.70	50.45	252.25
Meadowfields Ground Maintenance	v091	Maintain shrubs at gardens Aug 2023		237.60	39.60	198.00
PKF Littlejohn LLP	v092	Audit fee 22/23		378.00	63.00	315.00
Sept Salaries	v093 - 94	Sept Salaries		930.78	-	930.78
Mrs C Blake	v095	Working from home allowance		24.00		24.00
Worcestershire County Council	R6	Lengthsman Refund June 2023	252.25			-
Cllr B McEldowney	V096	Expenses Aug 2023		27.91		27.91
Soldo Card -Microsoft monthly fee	v097	Monthly fee		7.99		7.99
Soldo Card -Zoom monthly fee		Monthly fee		15.59	-	15.59
			252.25	1,999.61	155.93	1,843.68
		Total for year to 31/03/2023	26,626.80	37,851.76	3,463.90	34,387.86

RECEIPTS to date 20/09/2023	Agreed budget 2023/2024	Budget summary	Actual as at 20/09/2023
Precept	50805	50,805	25,402.50
Interest	0	-	
Lengthsman reimbursement	3000	3,000	1,224.30
Donations / grants	0	-	-
Newsletter advertising	0	-	
VAT Refund	3300	3,300	
Other income	0	-	
Capital Reserve Fund	30000	30,000	
Total receipts	87,105	87,105	26,626.80
PAYMENTS to date 20/09/2023			
Staff Costs	31,500	31,500	5,952.48
Administration	5,300	5,300	754.42
CALC	2,160	2,160	1,212.97
Auditor Fees	500	500	495.00
Training	1,500	1,500	-
Insurance	1,220	1,220	1,143.74
Chairman's Allowance	450	450	-
Elections / by-elections	-	-	-
Grants/Donations	6,000	6,000	2,350.00
Events	5,500	5,500	7,939.71
Communications	4,000	4,000	1,945.00
Gardens	4,825	4,825	2,908.06
War Memorial	250	250	163.35
Lengthsman	3,000	3,000	1,434.00
Environment	2,000	2,000	1,192.58
Neighbourhood Plan	1,000	1,000	-
Capital Projects	14,500	14,500	6,135.90
S.137	100	100	-
VAT	3,300	3,300	
Payments: Revenue Budget	87,105	87,105	33,627.21
VAT paid		-	3,463.90
Total payments	87,105	87,105	37,091.11