



MINUTES OF THE PARISH COUNCIL
MEETING
Held at Catshill Village Hall THURSDAY
24th April 2024, 7.00pm @ 19:00

Present: Cllrs B McEldowney, (Chair) T Gillespie, S Osman, B Pagett,
P Masters,

In attendance: Clerk – Carol Blake

Apologies Cllr Parry, Cllr K Burgess, Cllr M Pagett and Cllr Laniosh

Members not present: Cllr O'Hare

All minutes are draft until approved at the next meeting.

25/04-01 The Chairman's welcome.

The Chairman welcomed all to the meeting.

25/04-02 To receive apologies from any Member unable to attend

Cllr Parry, Cllr Burgess, Cllr M Pagett and Cllr Laniosh sent their apologies.

25/04-03 Open Forum

3.1 Members of the Public – Two members of the public and two members of the local police attended the meeting and discussed the issues of speeding on the Stourbridge Rd. During the past month four police officers have been monitoring the speeding in this area and recorded 30 people over the speed limit in a short space of time.

The police acknowledged that the issue of cars being damaged on Milton Rd/Byron Way is being dealt with and is unlikely to continue.

3.2 Worcs County Councillor for the Woodvale Division.

No report Cllr Webb not in attendance.

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

Cllr McEldowney reported that John Leach is the new Chief Executive of Bromsgrove District Council and Redditch Borough Council and Deputy Chief Executive Bob Watson started in their roles on 31st March 2025. It was deemed to be a good idea to invite them to one of our future Parish Council meetings to introduce ourselves to them.

3.4 Any other community representative – No representative attended

25/04-04 Declarations of Interest

None received.

25/04-05 To re- open the meeting Parish Councillors and the Executive Officer may only speak from this point forward

25/04-06 Dispensations

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

25/04-07 Approval of Minutes of previous council meeting and previous matters arising

It was agreed to accept the minutes of the previous Parish Council meeting held 27/03/2025. The Chairman then duly signed the minutes.

25/04-08 Chairman's Address

Cllr McEldowney is currently pursuing the installation of a new bus stop on Meadow Rd and Green Lane. Jim Bowe has taken on the role of Bus Service Improvement Plan (BSIP) and Enhanced Partnership (EP) Programme Manager for Worcestershire County Council. One of the core principle schemes of this programme is to consider a consistent approach to bus infrastructure across Worcestershire and he is currently reviewing infrastructure on various corridors and particularly the service 144 corridor. The bus stop at Meadow Road is one of the stops that he is currently assessing with a view to an upgrade to a shelter. Once the assessment is complete, he will confirm the plans for this bus stop.

25/04-09 Items for Discussion

9.1 Dock Garden and Ivy Cottage Garden update Cllr Osman has obtained another quote regarding building a brick wall around the Dock Garden. The quote for labour only was £8500 excluding Vat and £2 -3k for materials. Cllr Osman agreed that he will seek more quotes, and this project can be discussed further in the June meeting.

9.2 Insurance review – Cllr Osman has updated the insurance items; the Clerk will send the updated schedule to the insurance company.

9.3 Dog waste options – Cllr Laniosh - It was agreed by all to continue with the dog waste bins and bags that is currently in operation. The bins have been placed around the area where residents have previously complained about dog waste problems, and it was felt that until another solution can be sought then the Parish Council will continue funding the bags. There have been no

complaints received regarding funding the bags the figures are reported on the website and are available to the public.

9.4 Christmas lights update Cllr Pagett reported that there is a very small selection of Christmas lights that would be deemed appropriate. She has obtained a quote from the supplier, Blanchere which is for 4 refurbished lights and 4 new ones at a cost of £2560 with a 2-year guarantee.

It was agreed to proceed with this quote and order them as delivery is 8 – 12 weeks.

9.5 Worcestershire Wildlife Trust project update – Cllr O’Hare No report as Cllr O’Hare not in attendance.

9.6 Bench issues 1 Braces Lane update – The clerk has received no further update from the resident who raised the complaint. Cllr Osman agreed to draft an email to the resident to ensure that there are no further problems with the bench in situ.

9.7 Skate Park letter of support – Cllr Parry/Pagett - Cllr Osman agreed to draft a response in favour of the skate park and will send it to all for agreement before it is forwarded to Cllr Webb.

Finance

25/04-10

10.1 The payments and receipts report to 14/04/2025 was received and noted.

The council’s accounts spreadsheet 14th April was circulated.

An excerpt from the council’s budget up to April had been sent along with the bank reconciliation to 14/04/2025, it is as follows:

Bank Reconciliation as at 14/04/2025			
Opening Cash Book balance		£69,516.94	
Add receipts between 1 April - 14 April 2025	26,123.00		
Less payments between 1 April - 14 April 2025	5,696.37		
Cashbook balance at 14 April 2025		£89,943.57	A
Bank statements at 14 April 2025			
Unity Trust Bank	95,231.95		
Add Equals Card	49.20		
Less unpresented cheques, as list below	5,337.58	£89,943.57	B
Apr-25			

10.2 Policies to be reviewed - Complaints, Disciplinary Procedure, Grievance Procedure, Press and Media Policy and Investment policy documents sent prior to meeting to be reviewed – **It was agreed** that the Complaints Policy needs to be made more robust and have timescales added to it. Cllr Osman agreed to look at it and report back.

The remainder of the policies were reviewed and agreed to.

10.3 To present the report from Independent Internal Auditor, Maxine Warr
Report read out by the Clerk, a few suggestions made by the Auditor which have been rejected by the Clerk as information is already available on website.

10.4 Annual External Audit – To review and approve the completed Annual Governance Statement Section 1 as prepared by the Responsible Finance Officer - Clerk requested the Chairman's signature for Section 1 of the AGAR, and it was duly signed.

10.5 Annual External Audit – To review and approve the completed Annual Accounting Statements Section 2024-2025 Section 2 as prepared by the Responsible Finance Officer - Clerk requested the Chairman's signature for Section 2 of the AGAR and it was duly signed.

25/04-11 Committee and Representatives Report

11.1 Footpaths Group – Cllr Laniosh - sent a report in his absence - In April, the group erected a new kissing gate on Monarch's Way near Lydiate Ash. The next meeting for the group is on 20 May to replace a broken stile with a gate near Waseley Hills.

A call from the lead at WCC Public Rights of Way team indicated that materials for Footpaths groups such as Catshill and North Marlbrook are in short supply, funding is very limited and there is a lack of staff to look after rights of way. Cllr Laniosh is concerned that Footpaths groups such as Catshill and North Marlbrook will be unable to continue.

11.2 News Magazine – Cllr Masters – The news magazine has been printed and collected and will be sorted out into areas for distribution in the next few weeks.

Meeting finished @ 21.00.

25/04-12 Date and time of next meeting: Annual Parish Council Meeting 29th May 2025 at the Village Hall @ 19:00

Excerpt from April Spreadsheet

payee/payer <u>APRIL 2025</u>	invoice ref V/R	Description	Receipts	Payments Gross	Payments VAT	Paym Ne
O2	v001	office mobile		18.79	3.13	1
Doorstep Princesses	v002	Easter event		340.00		34
Worcestershire County Council	R1	Lengthsman Refund Feb and March 2025	255.50			
Bromsgrove District Council	R2	Half Year precept	25,867.50			
Salaries	v003-004	PO Salary April 2024 plus 2 hrs overtime		1,101.00	-	1,10
Mrs C Blake	v004	Working from Home Allowance SLCC Guidelines		30.00	-	3
Daren Lacey	v006	Easter event		300.37		30
G Force Fireworks	v007	Fireworks Event 2025		3,000.00		3,00
Meadowfields Ground Maintenance	v008	Maintain shrubs at gardens in March 2025		237.60	39.60	19
Viking	V009	A4 paper		20.92	3.49	1
Bromsgrove District Council	V010	Road closure licence for Christmas 2024		80.00		8
Top Ents UK	V011	Production Hire for VE Day		267.60	44.60	22
Lucy Fur	V012	Cabaret		100.00		10
Daren Lacey	v013	Easter event		199.82		19
sub-total April 2025			26,123.00	5,696.10	90.82	5,60