



MINUTES OF THE PARISH COUNCIL MEETING

Held at Catshill Village Hall
Thursday 25th Sept 2025, 7.00pm @

Present: Cllrs B Laniosh, (Chair) T Gillespie, S Osman, M Pagett,
J Parry, K Burgess, P Masters

In attendance: Clerk – Carol Blake, Cllr Webb

Invited: Cllr Bernard McEldowney, Cllr Helen Jones, Cllr Dunkley

Apologies Cllr R Pagett

Members not present:

All minutes are draft until approved at the next meeting.

25/09-01 To receive apologies from any Member unable to attend

Cllr R Pagett, Cllr McEldowney and Cllr M Dunkley sent their apologies.

25/09-02 Declarations of Interest and/or Disclosable Pecuniary Interests

None received.

25/09-03 Reports from Outside Bodies and District and County Councillors

3.1 Members of the Public – Jenny Smith a resident on Stourbridge Rd attended the meeting and reported that there have been eleven speed checks undertaken on Stourbridge Rd since February, no data has been produced, Cllr Webb will request this from the local police.

Two residents from Marlbrook attended the meeting as they feel they are not represented at any of the Parish Council meetings, although Cllr Jones is invited to all of them.

Karen reported that because of this residents in the Marlbrook area feel abandoned by District Councillor Helen Jones when support and representation is most needed during the current planning consultation. Karen has set up a Facebook Group, Catshill and North Marlbrook Neighbours Together. They have been able to send out leaflets created by Cllr Webb and helped a lot of people attend CVH to gain advice and guidance on how to complete the response regarding the current Housing Development consultation.

After further discussion it was agreed that two residents present would like to be considered for co-option on to the PC, the Clerk will send out the forms to them for completion.

3.2 Worcs County Councillor for the Woodvale Division.

No report

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

Cllr Webb reported that the download from the speed cameras will be actioned on Wednesday 1st October, Cllr Osman will be in attendance for this too.

The Community Speed Watch group for the area has been agreed and verified, there are currently 10 people in the group, they will be provided with training on 17th October in the Village Hall.

Cllr Webb reported that the Hay Festival and Scarecrow Trail Event will take place this Saturday 27th Sept, 400 people have shown an interest, residents will be making scarecrows and putting them outside their properties for people to view when they walk around the area.

Cllr Webb expressed her gratitude to Cllr Gillespie and Phil Lacey for their time, attendance and effort during the Housing Consultation sessions at the Village Hall. The Orchard is being well cared for by volunteers, who are looking after the area and watering the plants.

Partial skate park funding has been agreed to, although the zip wire feature is on-going due to the ground not being safe for this to be instated, it is currently under investigation to see what can be done and how much it is likely to cost.

A meeting is to be arranged to discuss this year's Memorial event, Daren Lacey is the lead on this, it was agreed that Cllr Masters and Cllr Osman will also attend this meeting on behalf of the Parish Council.

3.4 Any other community representative – No representative in attendance.

25/09-04

4. Minutes of the Parish Council Meeting held on 24/07/2025

4.1 It was agreed to accept the minutes of the previous Parish Council meeting held 24/07/2025. The Chairman then duly signed the minutes.

4.2 Matters Arising from this meeting

4.2.1 Cllr Parry to be added to the Bank account to be able to approve payments.

4.2.2 Plantscape quote for winter plants - Clerk to request reduction to quote from Company

4.2.3 Clerk to contact Cllr Dunkley regarding painting 30 mph on Stourbridge Rd by Crown to Willowbrook

4.2.4 Cllr Webb to contact Police to obtain data from the speed checks on Stourbridge Rd

4.2.5 Cllr Laniosh to sign off Village Hall contract and return to Phil Lacey

4.2.6 Cllr M Pagett to obtain a breakdown of Training plan from CALC

4.2.7 Discuss Annual Parish Meeting to be held in May 2026

4.3 Actions

On-going Actions from May meeting:

- 4.3.1** Cllr Osman and Cllr Webb to meet and agree the downloading report from VAS signs -On-going
- 4.3.2** Arrange meeting with Middle School in September – Cllr R Pagett/ Cllr Parry -On-going
- 4.3.3** Investigate ongoing supply and purchase of dog waste bags – Cllr M Pagett – Report to be drafted for next meeting on findings and conclusion - On-going.

On-Going Actions from June Meeting

- 4.3.4** Cllr Dunkley will request that the hedge to be cut back on Stourbridge Rd On-going
- 4.3.5** Cllr Dunkley to ensure VAS sign is erected on Cobnall Rd – On-going
- 4.3.6** Cllr Dunkley will arrange for the VAS sign by Willowbrook to be moved into the 30mph zone. On-going

On- Going Actions from July Meeting

- 4.3.7** All Christmas lights to be tested – Cllr R Pagett/ Cllr Osman
- 4.3.8** Approval to be obtained to put Christmas lights on lampposts up towards Tesco Express – Cllr R Pagett/Parry

25/09-05 Finance and General Purposes

5.1 The payments and receipts report to 16/09/2025 was received and noted.

The council's accounts spreadsheet 16th Sept was circulated.

An excerpt from the council's budget up to Sept had been sent along with the bank reconciliation to 16/09/2025, it is as follows:

Bank Reconciliation as at 16/09/2025			
Opening Cash Book balance		£69,516.94	
Add receipts between 1 April - 16 Sept 2025	26,123.00		
Less payments between 1 April - 16 Sept 2025	-39,183.19		
Cashbook balance at 16 Sept 2025		£56,456.75	A
Bank statements at 16 Sept 2025			
Unity Trust Bank	63,485.39		
Equals card	15.31		
Less unpresented cheques, as list below	7,043.95		
Bank balances at 16 Sept 2025		£56,456.75	B

5.2 Excerpt from accounts spreadsheet for Sept 2025

Sep-25			Description	Receipts	Payments Gross	Payments VAT	Payments Net
Talk Talk	d/d	v089	Office phone and broadband - Sept 2025		55.95		55.95
O2	d/d	v090	office mobile		38.45	6.41	32.04
Water Plus	d/d	v091	Water Ivy Cottage Gardens		8.26		8.26
Meadowfields Ground Maintenance	BACS	v092	Maintain shrubs at gardens July 2025		237.60	39.60	198.00
Salaries Sept	s/o	v093- 94	salaries Sept 2025		1,110.40	-	1,110.40
Mrs C Blake	BACS	V095	Working from home allowance		24.00		24.00
PKF Littlejohn LLP	BACS	V096	Audit fee 24/25		378.00	63.00	315.00
Unity Trust Bank	d/d	v097	Bank charge, monthly charge		6.00	-	6.00
Equals Card Top up	BACS	V098	Top up for card		50		50
Premier Heating and Cooling Ltd	BACS	V099	Moving bench from Braces Lane to another site		705.60	117.60	588.00
Hello Print	BACS	V100	3100 Leaflets		310.95		310.95
Meadowfields Ground Maintenance	BACS	v101	Maintain shrubs at gardens Aug 2025		237.60	39.60	198.00
Heron Press	BACS	V102	Summer news mag printing		575.00		575.00
JRB Enterprise Ltd	BACS	v103	Dog waste bags		298.80	49.80	249.00
G-Force Fireworks	BACS	V104	Remaining balance for fireworks event		3,000.00		3,000.00
Mrs C Blake	BACS	v105	Purchase of a replacement laptop		166.00		166.00
Equals Debit card	Equals	v106	Microsoft Office for new lapto p		8.49		8.49
			Microsoft monthly fee		10.49		10.49
			Microsoft monthly fee		10.49		10.49
			McAfee Virus Protection		14.99		14.99
				-	7,197.07	316.01	6,881.06
			Total for year to 31/03/2026	26,123.00	39,183.19	2,328.46	36,854.73

25/09-06 Committee and Representatives Reports

6.1 Chairman's Report – The Chairman discussed the idea of having a Residents Assembly meeting whereby beneficiaries of grants received from the Parish Council during the year will be asked to attend the meeting to talk about what their funding has been used for. It was agreed that this would be part of the Annual Parish Meeting next year.

Clr Laniosh thanked Cllr Osman for attending the CALC AGM Meeting on his behalf. Cllr Laniosh attended a meeting to discuss the WCC re-organisation, there is nothing finalised, so he suggested the Parish Council wait and see what unfolds and then face the options available and decide what needs to be done.

Cllr M and R Pagett will be moving out of the area to Worcester so will be attending the next meeting as their final one.

Another complaint has been received about the general demise of 20 Woodrow Lane, Cllr Laniosh has visited the neighbours of the property to inform them that although there is nobody living in the property, the post is being delivered and collected from time to time by the owners so unfortunately the Council cannot provide any solution. Cllr Dunkley has attended the property and cleared the front garden, so it is not obstructing the public pavements.

The Footpaths Group have been busy removing barbed wire from paths by Millenium Way and installed two pedestrian gates on Wildmore Lane.

It was agreed as a thank you to the group for their time and effort this year to provide a light lunch for them before Christmas.

6.2 Clerks Report and Correspondence

6.2.1 External Audit report The clerk read out the Audit report for 24/25 Accounts which have now been signed off by the External Auditor.

6.2.2 Additional signature for approval of payments to be added to Unity Trust Bank It was agreed that Cllr Parry will be added to the Bank account to be able to approve payments.

6.2.3 Grant for Catshill Games Hub to be discussed It was agreed that the requested grant of £3000 be paid to the Village Hall Games Hub to help with this weekly event.

6.2.4 Hire contract for Village Hall to be reviewed and discussed It was agreed that the Village Hall contract was fair and will be reviewed annually, the Chairman will sign and send off to Phil Lacey.

6.2.5 Clerk's 25/26 pay award to be reported This year's pay award has been agreed and equates to .56p per hour increase which has been instigated for the Clerk.

6.2.6 Winter plants quote to be agreed It was requested that as the quote has increased by 20% this year to request a reduction from the company, the Clerk will contact them to try to negotiate a reduction.

6.2.7 GDPR Policy to be reviewed It was agreed that the policy was a true and fair reflection.

6.3 Planning and Development

6.3.1 Draft Local Plan for Development Comments have been sent to BDC regarding the draft plan. Cllr Laniosh thanked everyone for attending the additional meetings regarding the draft plan.

Cllr Gillespie reported that there is one planning application relating to 5 Merrill Garden that is pending a decision.

6.4 Training and Professional Development - Cllr M Pagett reported that she has contacted CALC and they would provide training to Parish Councillors as a group over 3 two hourly sessions at a cost of £450 in total plus £15 for travel expenses for the trainer to attend the venue.

Cllr Pagett was asked to request a breakdown of the training plan and what topics it will be covering, establish dates that would be suitable and possible venues to hold the training and contact other Parish Councils to ask if they would be interested in attending to share the costs.

6.5 Communications

6.5.1 News Magazine Cllr Masters reported that the next News Mag will need to be delivered in October as it will be advertising the November and December events taking place in the Parish. The clerk reported that she cannot access the

shared folder since having her new laptop so cannot view the documents in there.

6.5.2 Parish website - Cllr Masters was asked to obtain quotes for a new website. The clerk reminded him that although the invoice for the current company only shows annual web hosting and update service, the current company also provides home visits, 24-hour turnaround with queries and creation of email addresses for new councillors so the quote would need to be like for like and include the same service.

6.6 Highways

6.6.1 Meadow Rd – Parking and Speeding Cllr Parry reported that the parking on Meadow Rd opposite Chadsgrove School is atrocious and warned it is an accident waiting to happen. Cllr Dunkley and the Police have visited the site, Cllr Dunkley has taken this on-board and is investigating what can be done to help alleviate the problem.

Reports from Parish Councillors

Cllr Osman requested agreement for another delivery of a tonne of stone approx. for the War Memorial after the hedge has now been cut down. This was agreed to.

25/09-07 Meeting finished at 20:50

**Date and Time of Next Parish Council Meeting – Thursday 30th October @ 7:00pm.
Catshill Village Hall**