



MINUTES OF THE PARISH COUNCIL MEETING

Held Online

THURSDAY 25th February 2021, 7.00pm

Present: Cllrs B McEldowney (Chair), J Bate, P Baker, I Hooper, S Osman, B Laniosh, P Masters

In attendance: Clerk – Carol Blake

Members not present: Cllrs G Blackmoor, T Gillespie, M Johnson, J Alderson, N Ward

21/02-01 Chairman's welcome

The Chairman welcomed all present to the meeting

21/02-02 To receive apologies from any Member unable to attend

Cllr J Till and Cllr S Webb sent apologies

21/02-03 Open Forum

3.1 Members of the Public

Peter Hall talked about his website and if the PC could add an article to the current magazine, he will send the details through to the Clerk and then it will depend on how much space is left after all PC articles are submitted. Clerk to send Peter details of applying to be a Parish Councillor.

3.2 Worcestershire County Council member for Woodvale Division

Cllr Shirley Webb and Cllr Jo Till had sent reports in their absence:
Confirmed COVID-19 cases in Worcestershire have reduced by 30% in the last 7 days. The rate of cases in all districts is declining. There are a number of road closures around the villages in the coming months which unfortunately may cause some disruption to residents. These are vital works for Severn Trent and BT Openreach. Highways officers are still unable to make site visits due to lockdown restrictions, all issues can be reported directly to Shirely Webb or online at Worcestershire County Council's website.

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

None present

3.4 Any other community representative

None present.

21/02/04 To re- open the meeting Parish Councillors and the Executive Officer may only speak from this point forward

21/02-05 Declarations of Interest

None raised

21/02-06 Dispensations

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

21/02-07 To consider any applications for Co-option

Currently there is a vacancy which can be filled by co-option.

21/02-08 Approval of Minutes of previous council meeting

It was agreed to accept the minutes of the previous Parish Council meeting held 28/01/2021.

21/02-09 Chairman's Report

The Chairman flagged up the need to give consideration at some point about whether PC will hold any events this year. In relation to the Bonfire and Fireworks event, although taking place later this year, we normally start planning for it around this time of year.

9.1 Catshill Survey Results – Bromsgrove Council recently undertook a survey in Catshill, in relation to an initiative called the 'Bromsgrove Deal', which will be piloted first in the Catshill area. Bromsgrove Deal is a new community development initiative supported by the Bromsgrove Partnership and intended to work initially with the Catshill community on a variety of community-led initiatives linked broadly to health and wellbeing objectives. Catshill being the pilot site, with other projects likely to follow eventually in those other parts of the district that have county libraries – intended to have a new role as hubs for community learning and development. Very useful results from the survey carried out which we should be aware of and provides PC with opportunities to identify future projects.

9.2 Community Arts during Lockdown and Subsidised Outdoor Performances – Live and Local -As uncertainty continues with continuing restrictions, Live & Local is able to offer **LivingRoom**, an opportunity for communities to connect and create something memorable and unique. LivingRoom is a fully subsidised creative project for the community, enabling people to participate in something positive, working together whilst complying with current COVID restrictions. Live & Local is well known for working with a wide range of community groups to bring subsidised performances from professional artists to community venues, including village/town halls, churches, community centres and outdoor events. Since it has not been possible to stage live performances during the pandemic, the professional musicians, writers, theatre companies, poets, dancers, and story tellers who would perform in community venues have come up with brilliant ideas for ways with working remotely with community groups to collaborate and create unique new artworks. This could be writing poems, sharing stories, making a short video, performing an audio play, recording a new song, learning to dance, or anything from a whole host of arts activities. So, in a nutshell, Live & Local will pair your community or group with a professional artist to work together remotely. Whatever your group does, we then encourage the group to show off their new work and share it widely. Live & Local: LivingRoom is funded by Arts Council England and your local authority, so there is no cost to the community group. #

It was agreed that Cllr Osman would contact Live and Local and update in next FPC meeting

9.3 Dog Waste Bins – Cllr Laniosh updated on the dog waste issue behind Spenser Walk where bags of dog waste are being left as there is no bin, Cllr Webb is organising a bin to be placed here. Certain lack of bins by cycle walk due to vandalism but they will be replaced too. Cllr Laniosh will undertake a survey of dog waste bins and also lack of them in the area and he will also contact the Landowner, Partridges, to ask about signage being put up for litter and dog waste issues. Cllr Laniosh will report back in the next FPC meeting

9.4 Farewell to Assistant Clerk - Jim Quinn officially finishes at the end of the month, but has in reality finished now and has handed over his laptop etc. In normal times PC would sort out a collection and present him with a card, present etc. Just looking for ideas as to how we mark Jim's departure.

It was agreed that £60.00 from the Chairman’s Allowance would be used to buy Jim a present or transfer the money to his account. The clerk will sort this out.

9.5 Neil Ward Update - Neil has not attended a meeting for well over 6 months, he has been contacted on numerous occasions to remind him of meetings, times and dates but he has not engaged. He has failed to set up his PC email account despite being offered assistance and there seems no alternative but to part company with him.

It was agreed that despite PC being able to disqualify Neil formally due to lack of attendance and lack of apologies that the Chairman would draft a letter to him providing him with another chance to attend. If he does not attend next FPC in March then PC will assume that he no longer wants to be a Parish Councillor and will fill the vacancy.

21/02-10 Clerk’s report on delegated actions, update and list of communications

10.1 Ratify Village Hall rent

Clerk asked that the amount of £1340.88 for this year’s rental of the village hall office be ratified.

It was agreed to ratify payment.

10.2 Policies to be reviewed – Financial Regs and Internal Financial controls (documents sent) – It was agreed that documents had been updated to reflect current controls.

10.3 Summer Flowers quote from Plantscape to be agreed – It was agreed that the quotation would be accepted and the Clerk would request that based on the weather in the Summer that the Co could water them more than once per week if particularly hot.

General Correspondence received:

Weekly CALC updates ; weekly BDC planning lists, WCC road works lists and reports,

21/02-11 Finance

11.1 Payments and receipts report to 20/02/2021

An excerpt from the council’s accounts spreadsheet for February had been sent along with the bank reconciliation to 20/02/2021 is as follows:

Bank Reconciliation as at 20/02/2021			
Opening Cash Book balance		£68,644.30	
Add receipts between 1 April - 20 Feb 2021	58,284.39		
Less payments between 1 April - 20 Feb 2021	-39,355.01		
Cashbook balance at 20 Feb 2021		£87,573.68	A
Bank statements at 20 Feb 2021			
Unity Trust Bank	89,044.43		
Soldo card	127.91		
Less unpresented cheques, as list below	1,598.66		
Bank balances at 20 Feb 2021		£87,573.68	B

- 11.2 Lengthsman Charge increase to be ratified and discuss tasks performed –**
It was agreed to accept the increase from £12.50 per hour to £15.00 per hour from 1st April 2021. Tasks and duties that the Lengthsman carries out was discussed.

21/02-12 Items for Discussion

12.1 War Memorial Names – Cllr P Baker

Some research on the names of the men on the War Memorial was done a few years ago mainly by Andrew Bate and his findings were put into a large volume now stored in a cabinet in Christ Church. The volume is usually brought out on Remembrance Day in case anybody is interested in examining the contents. Work on this project has not been done for about ten years but during that time more information has been digitised and put on the Internet. Cllr Baker would like to revive this project and if possible enhance and update the work done by Andrew. In the next Parish Council magazine Cllr Baker has appealed for somebody to carry on with this work. Cllr Hooper agreed to look at and enhance the findings but needs to join “Forces Archive” at £48.95 pa to gain the information.

It was agreed that PC will pay for this subscription.

12.2 Agreement to add Cllr Laniosh to Highways and Events Committees –

It was agreed that Cllr Laniosh be added to both of these Committees.

21-02-13 Committee and Representative Reports.

To include any relevant feedback from working group leads:

- 13.1 Neighbourhood Plan Steering Group –** Cllr McEldowney provided a brief update regarding the Neighbourhood Plan. The Plan is currently going through the official process and has now proceeded to Regulation 16 and this begins a 6 week consultation starting 25/02/2021.
- 13.2 Environment and Highways Committee – (Cllr I Hooper)** Work begins on the War Memorial in March. Cllr Hooper and Cllr Osman have been to the Baptist Garden to gain some ideas of what is required to tidy it up and make it more presentable. He will meet again with Cllr Osman to gain some costings and possible designs and feedback at the next FPC meeting in March.
- 13.3 Planning Committee –** No report provided
- 13.4 Finance and Staffing Committee – (Cllr P Baker)** – Cllr Baker will set up a meeting with Chairman and Clerk to discuss Clerk’s appraisal and next spinal point to be agreed.
- 13.5 Newsletter and Events Committee – (Cllr P Masters)** – Cllr Masters reported that the current News Magazine is nearly completed awaiting a couple of articles to fill 2 pages and then it can be proof-read and sent to printers next week. Cllr Masters thanked all for their input to the magazine.

Any other report from Parish Council representatives including those for:

13.6 Village Hall Management Committee - Cllr Bate updated on Village Hall improvements, they have followed all the regulations including testing for Legionnaires Disease at the Hall. Also made improvements including roof insulation to ensure improved and more efficient heating. The manager has kept in touch with many Hirers who are looking forward to using the Hall once again. Pleased to report that they have received some new enquiries for future use once we are safely and legally allowed to open. Made some changes to terms and conditions to ensure increased Health and Safety issues are met too.

13.7 Whitford Vale and Perryfields Development– Cllr Baker updated on the Whitford Vale development being accepted and any objections need to be made by 19th March and encourage others to do so. Regarding PC objections, it was agreed Cllr Baker would write objecting to any development at Whitford Road or Perryfields until suitable roads are in place to divert traffic away from the Parish and produce an article for the PC Magazine.

This meeting ended at 20:55 hrs

21/02-14 Date and time of next meeting: FPC 25/03/2021 @ 19:00

Excerpt of spreadsheet Feb 2021

Feb-21								
Catshill Village Hall	BACS	v163	Annual Rent of Office and Meeting Rooms for 2020		1,340.88	1,340.88		
Allen Farnsworth	BACS	v164	Lengthsman Jan		100.00	100.00		
Talk Talk	d/d	v165	Office phone and broadband - Dec 2020		44.45	44.45		
Waterplus	d/d	v166	water at Ivy Cottage Gardens		18.21	18.21		
O2	d/d	v167	office mobiles		40.42	6.74	33.68	
Chris Fabray	BACS	v168	Monthly Survey Dec fee		42.00	7.00	35.00	
JRB Enterprise Ltd	BACS	v169	Dog waste bags		259.20	43.20	216.00	
Jane Hallett	S/O	v170 - v172	Salaries Feb 2021		1,197.46		1,197.46	
Soldo Monthly Fee Zoom	Soldo	v173	Zoom		14.39	2.40	11.99	
Soldo Monthly Fee			Microsoft monthly sub		7.99		7.99	
EON	d/d	v174	Electricity at War Memorial		49.11	2.34	46.77	
Worcestershire County Council		R12	Lengthsman reimbursement	400.00				
					-	3,114.11	61.68	3,052.43
			Total for year to 31/03/2021	58,284.39	39,355.01	2,665.83	36,689.18	