



## MINUTES OF THE PARISH COUNCIL MEETING

Held at Catshill Village Hall

THURSDAY 24<sup>th</sup> June 2021, 7.00pm

**Present:** Cllrs B McEldowney (Chair), P Baker, I Hooper, B Laniosh,  
P Masters, J Anderson, T Gillespie, G Blackmoor,

**In attendance:** Clerk – Carol Blake

**Apologies** – Cllr J Till

**Members not present:** Cllr S Osman, D West, M Johnson

### 21/06-01 **Chairman's welcome**

The Chairman welcomed all present to the meeting.

### 21/06-02 **To receive apologies from any Member unable to attend**

No apologies from any members

### 21/06-03 **Open Forum**

#### **3.1 Members of the Public**

No members of the public were present.

#### **3.2 Worcestershire County Council member for Woodvale Division**

Cllr Webb reported on churches in Catshill are going to hold memorial services in September to remember those who died in the pandemic, she asked if the Parish Council would like to be involved in the services – **It was agreed** that Parish Council would like to play a part in the services.

Cllr Webb attended a PACT meeting on Monday 22<sup>nd</sup> June and requested details from PC of the VAS signs that PC are interested in purchasing so that she can liaise with the Police and update them on requirements.

Speeding in the area is still on the priority list and police are in the area monitoring speeds when they can.

The school meal voucher scheme will be continuing this Summer.

Cllr Laniosh mentioned the request for the additional dog bin for Byron Way, this has not been actioned yet. Cllr Webb stated that because it is to be located on BDHT land then it is a two-way problem with them and BDC which will take longer than usual. Cllr Laniosh will contact BDHT to raise the issue too.

Cllr Laniosh mentioned some neglected areas in the area need to be taken care of, Cllr Webb said that some of the areas mentioned are only cut back twice a year as they must be done by machinery being brought in from Redditch.

Cllr Alderson highlighted the danger of parking outside Tesco on Old Birmingham Rd and asked if yellow lines could be painted so nobody should park outside rather than leaving a couple of spaces for parking as it is currently.

Cllr Alderson also wanted highlighted the non-attendance of Cllr Helen Jones who is invited to all the FPC meetings and has not been in contact to apologise for not attending or made any appearances to talk about issues in Marlbrook area.

Cllr Webb reported that some residents in Gibb Lane have complained about the Amazon pick up point and clothing bank situated outside Amar shop on Gibb Lane obstructing the footpath. Cllr Webb has visited the shop and asked that they be moved but so far nothing has been done.

Cllr Webb stated that there will be a fun day at The Meadow on 10<sup>th</sup> July.

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

Cllr Till sent a report on progression of the bus shelters, she is still awaiting a response. She also updated on Chadcote Way garages and progress on each site.

### **3.4 Any other community representative**

None present.

**21/06-04 To re- open the meeting** Parish Councillors and the Executive Officer may only speak from this point forward

**21/06-05 Declarations of Interest**  
None raised.

**21/06-06 Dispensations**  
No member had submitted a request for dispensation to any agenda item.

**21/06-07 Approval of Minutes of previous council meeting**  
**It was agreed** to accept the minutes of the previous Full Parish Council meeting held 27/05/2021 and they were signed by the Chairman.

**21/06-08 Chairman's Report**  
The Chairman reminded Parish Councillors that they can attend training or refresher training if they feel they need to, Clerk to send details of New Councillor training dates.

A WhatsApp Group has been set up by Cllr Laniosh which will assist in speedier contact if Councillors wish to be added to it.

The Chairman chaired CALC meeting on 9<sup>th</sup> June, there was a presentation from Councillor Sue Baxter, who discussed the work that NALC is currently involved in and a presentation from Ruth Bamford who highlighted the work that she is involved in as Head of Planning at BDC.

An informal meeting of PC's was held on 17<sup>th</sup> June to discuss Capital Projects, the meeting was held primarily to discuss where and what to spend the money currently in capital

reserves, but the discussion turned into a projects, events and forward planning meeting for the PC in general. The group could not make any decisions so a further informal meeting will be called if required as attendees felt this meeting was particularly useful and worthwhile.

The Chairman updated on delivery of the current News magazine and thanked Cllr Laniosh and Cllr Baker for their help in this.

**8.1 West Mercia Local Policing Charter** – The Chairman discussed this topic and asked for 3 top issues that are currently a problem within the area.

**It was agreed** that **1. Speeding 2. Anti-social behaviour/Drugs 3. Safety of young girls and women** should be the main focuses.

**8.2 Precept Surplus Spending Suggestions** – The Chairman wrote an article for the newsletter regarding the precept surplus and is hoping to receive some constructive spending suggestions from residents.

**8.3 Neighbourhood Plan Approval** – The NP examiner report has now been received and circulated and revisions have been made to the report and the maps to include the examiner's recommendations, BDC approved the revised version of the plan.

**It was agreed** that the revised NP met FPC requirements, and it was also agreed by FPC for the referendum date to be 7<sup>th</sup> October.

**8.4 Watering Ivy Cottage Garden** – Cllr Hooper will liaise with Councillors on the rota.

## **21/06-09 Clerk's report on delegated actions, update and list of communications**

### **General Correspondence received:**

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

**9.1** To ratify working from home allowance £6 per week from March 2020 – **It was agreed** and ratified by FPC.

**9.2** **To review and approve Insurance Policy** – **It was agreed** that the policy is a true and fair reflection.

**9.3** **To review and approve Training Policy** – **It was agreed** that the policy is a true and fair reflection.

**9.4** **To review and approve Press and Media Policy** – **It was agreed** that the policy is a true and fair reflection.

21/06-10 Finance

**10.1 The payments and receipts report to 20/06/2021 was received and noted.**

The council's accounts spreadsheet for June 2021 was circulated.

An excerpt from the council's accounts spreadsheet for June had been sent along with the bank reconciliation to 20/06/2021, it is as follows:

Bank Reconciliation as at 20/06/2021				
Opening Cash Book balance		£86,117.87		
Add receipts between 1 April - 20 June 2021	35,700.00			
Less payments between 1 April - 20 June 2021	-14,026.10		A	
Cashbook balance at 20 June 2021		£107,791.77		
Bank statements at 20 June 2021				
Unity Trust Bank	110,449.39			
Soldo account	6.15			
Less unrepresented cheques, as list below	2663.77			
Bank balances at 20 June 2021		£107,791.77	B	£0.00
<b>Unrepresented cheques:</b>				
	v030	261.60		
	v031	662.57		
	v032	177.60		
	v038	240.00		
	v039	237.60		
	V040	240.00		
	v041	396.00		
	v043	445.00		
	v044	3.40		
		2,663.77		

21/06-11 Items for Discussion

**11.1 Parish Council email accounts – Cllr Laniosh** – Emails and attachments for some Parish Councillors seem to be an issue. Cllr Laniosh has tried to sort Cllr Hooper's account out but it has not worked so it was agreed if it is more of a technical issue then the Clerk will be asked to liaise with Chris Fabray on trying to sort this out for the relevant PC. **It was agreed** that Cllr Laniosh will try and help with sorting out Cllr Alderson and Cllr Gillespie's issues.

**11.2 Action Plan – Cllr Baker** – No update on this at present but Cllr Baker feels that the future capital spending working group have highlighted a big part of the action plan

already so this will be reported back at this meeting monthly to form the future PC action plan.

**11.3 Update from Footpaths Group – Cllr Laniosh** has contacted Malcolm Shepherd today and he is still waiting to hear about the training for Cllr Hooper, Osman and Laniosh

**11.4 Update regarding Solar Lights and Summer Fete – Cllr Osman** – No update received.

### Committee and Representative Reports.

21-06-12

To include any relevant feedback from working group leads:

**12.1 Neighbourhood Plan Steering Group – (Cllr McEldowney)** See update at 8.3

**12.2 Environment and Highways Committee – (Cllr Hooper)** – Cllr Hooper updated on the speed cameras and has received a quote for a bi-directional camera for £3715.

**It was approved** by FPC.

It was agreed when the posts are in place for the speed cameras that signs saying “Welcome to Catshill, watch your speed” will be displayed on them.

He has received quotes for the bus shelters but will report back in next month’s FPC meeting with total cost as he is still waiting for a quote on the painting of the shelters.

Cllr Hooper is also awaiting a quote from Metcalfe regarding fixing the memorial gate.

**12.3 Whitford Vale and Perryfields Development – (Cllr Baker)** No report

**12.4 Planning Committee** – No meetings

**12.5 Finance and Staffing Committee – (Cllr P Baker)** – No meetings

**12.6 Newsletter and Events Committee – (Cllr P Masters)** – Cllr Masters thanked everybody who has been involved in this month’s newsletter, providing articles and delivery of them.

A discussion was held regarding the Autumn edition of the news magazine which will need to be published at least 2 weeks before the 7<sup>th</sup> of October to allow for circulation and to highlight the NP referendum dates to all residents.

**12.7 Village Hall Management Committee – (Cllr Hooper)** – Cllr Hooper reported that current Village Hall Manager, Claire Wing is leaving, and Donna will take over from next month.

This meeting ended at 20:55 hrs.

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**21/06-13 Date and time of next meeting: FPC Meeting 29/07/2021 @ 19:00 in the Village Hall.**

Excerpt from June 2021 spreadsheet:

Jun-21	How paid	invoice ref V/R	Description	Receipts	Payments Gross	Payments VAT	Payments Net
JRB Enterprise Ltd	BACS	v030	10 Boxes of Dog waste bags		261.60	43.60	218.00
Salaries June	BACS	v031-v032	PO Salary June 2021		840.17	-	840.17
O2	d/d	v033	office mobile		19.82	3.30	16.52
Water Plus	d/d	v034	Water Ivy Cottage Gardens		24.07		24.07
KOS	d/d	v035	Standard charge for printer		27.00	4.50	22.50
Talk Talk	d/d	v036	Broadband for office		44.45	-	44.45
Soldo card - Bitfender	soldo		Anti virus		16.00		16.00
Soldo Card Ink Cartridge	soldo		Stinky Ink		9.71	1.62	8.09
Soldo Monthly Fee		v037	Microsoft monthly sub		7.99		7.99
Soldo card - Zoom June 21	soldo		Subscription for Zoom June 2021		14.39	2.40	11.99
Allen Farnsworth	BACS	v038	Lengthsman May		240.00		240.00
Meadowfields Ground Maintenance	BACS	v039	Maintain shrubs at gardens in May 2021		237.60	39.60	198.00
SMIS Ltd	BACS	v040	Website updates		240.00	40.00	200.00
Mrs C Blake	BACS	v041	Working from Home Allowance SLCC Guidelines		396.00	-	396.00
Soldo	BACS	v042	Top up debit card		70.00		70.00
Heron Press	BACS	v043	Summer Newsletters		445.00		445.00
Bromsgrove District Council		R2	Lengthsman Refund Feb 2021	200.00			-
Mrs J Hallett	BACS	v044	Adjustment from last month as tax code was not amended		3.40	-	3.40
			<b>subtotal May/June to 20/06/2021</b>	-	2,827.20	135.02	2,692.18
			<b>total for year to date</b>	<b>35,700.00</b>	14,026.10	1,326.42	12,699.68