



# MINUTES OF THE PARISH COUNCIL MEETING

Held at Catshill Village Hall

THURSDAY 29<sup>th</sup> July 2021, 7.00pm

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

**In attendance:** Clerk – Carol Blake

**Apologies –**

**Members not present:** Cllr D West, M Johnson, G Blackmoor

## 21/07-01 Chairman's welcome

The Chairman welcomed all present to the meeting.

## 21/07-02 To receive apologies from any Member unable to attend

No apologies from any members

## 21/07-03 Open Forum

### 3.1 Members of the Public

Peter Hall attended and thanked Parish Council for their work on the Dock Garden. Go Catshill website was discussed and how many local Companies were now listed on it. It was agreed that an article can be included in the next Newsletter and if there is not enough room in that one due to promoting the NP referendum then it can be included in the one after that.

### 3.2 Worcestershire County Council member for Woodvale Division

Cllr Webb reported 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 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 Webb reported that some residents in Gibb Lane are complaining 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.

Lack of waste bins in the area was discussed, Fairfield PC have paid for their own bins and paid to have them emptied.

**It was agreed** that the Clerk would contact the Clerk at Fairfield and ask about the costs and implications if we were to do the same.

Kerb spraying has been done but everything is being delayed due to COVID. Any issues with drains being blocked requires a photo and report raised on WCC website to obtain a reference number.

Cllr McEldowney raised the issue of the Bracken Grove Community Garden, currently it sits under Catshill in Bloom but it requires a governing body as a formality but the PC will not sign until the agreement is redrafted removing PC from any implications currently quoted on it.

Cllr Laniosh and Cllr Masters raised the issue of the gardens currently looking overgrown and asked if the gardener could cut back some of the shrubs.

**It was agreed** the Clerk would contact Russell Peach to request this is actioned.

Cllr Laniosh informed the group that he had contacted Worcester Wildlife Trust, he asked for any comments to be made on the gardens in the area and he will feedback to the Trust and they will provide ideas as to what could be done to improve them.

Cllr Baker raised the issue of Loneliness and Social Inclusion and suggested teaming up with BDC to talk it through and how both parties could help reduce this with no overlapping if they work together.

**It was agreed** that Cllr Webb would set up a meeting to discuss the way to take this forward together with Cllr Baker being the spokesperson for PC.

**It was agreed** that the Christmas Light switch on would take place this year on 27<sup>th</sup> November. Cllr Osman agreed to obtain quotes for smoke machine etc for the event.

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

Cllr Till reported on the 2 bus shelters at top of Wildmore Lane and at Lydiate Ash which will be removed as they are so rundown, prior to their removal a consultation will take place to see if residents use them enough to retain a bus shelter or make it into a bus stop only.

Chadcote Rd has now been cleared of rubbish and Bourne Avenue is in the process of being cleared.

A new gate will be erected at Lingfield Walk as somebody has stolen it.

An update on Worcestershire On Demand which is an on demand bus service accessible via an app and can be pre booked, it is available between the hours of 07:00 to 19:00 and is being run in conjunction with Diamond buses. It is currently running in a small area of Bromsgrove to see how it is received and then moving to more rural areas in the future.

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

None present.

- 21/07-04** **To re- open the meeting** Parish Councillors and the Executive Officer may only speak from this point forward
- 21/07-05** **Declarations of Interest**  
None raised.
- 21/07-06** **Dispensations**  
No member had submitted a request for dispensation to any agenda item.

**21/07-07 Approval of Minutes of previous council meeting**

**It was agreed** to accept the minutes of the previous Full Parish Council meeting held 24/06/2021 and they were signed by the Chairman.

20: 05 Cllr Gillespie joined the meeting.

**21/07-08 Chairman's Report**

The Chairman reminded Parish Councillors that they can attend training or refresher training if they feel they need to.

The Chairman informed members of the various meetings he had attended during the month and also attended a Finance training session

**8.1 Community Garden.**

See update at point 3.2 above

**8.2 Precept Bonus** – No other suggestions had been received after a Newsletter item was written to request ideas from residents. Cllr Laniosh and the Clerk are attending a meeting on 27<sup>th</sup> Sept at Catshill Middle School to ask younger people what they would like to see done in the area to improve the community. A working party is set up and will meet on 26<sup>th</sup> August to discuss ideas as to how and where to spend the precept bonus and this will be discussed in the September Full Parish Council meeting.

**8.3 CILCA Funding to be ratified** – The Clerk has put forward her intention to study CILCA which would benefit herself and the Parish Council. In addition to the registration fee of £410, she would have to attend 6 webinar sessions, for 2 hours once a month throughout the year – £250 + VAT for SLCC members. The course takes up to a year to complete and raises the profile of the Parish Council.

**It was agreed** that Clerk would be able to register and would take 2 hours per month as study time.

**21/07-09 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 review and approve Publication Scheme document** – **It was agreed** that the document is a true and fair reflection.

**9.2 Reminder re War Memorial documents** – Clerk reminded Cllr Osman that War Memorial documents that he borrowed have not yet been returned.

**9.3 Continue with Zoom** – **It was agreed** to extend the Zoom account to an annual plan as it saves 30% and is worth having for future **Finance**

**21/07-10 10.1 The payments and receipts report to 20/06/2021 was received and noted.**

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

An excerpt from the council's accounts spreadsheet for July had been sent along with the bank reconciliation to 20/07/2021, it is as follows:

<b>Bank Reconciliation as at 20/07/2021</b>			
<b>Opening Cash Book balance</b>		£86,117.87	
<b>Add receipts between 1 April - 20 July 2021</b>	35,940.00		
<b>Less payments between 1 April - 20 July 2021</b>	-20,094.65		<b>A</b>
<b>Cashbook balance at 20 June 2021</b>		<b>£101,963.22</b>	
<b>Bank statements at 20 July 2021</b>			
Unity Trust Bank	107,721.24		
Soldo account	24.64		
Less unrepresented cheques, as list below	5782.66		
<b>Bank balances at 20 July 2021</b>		<b>£101,963.22</b>	<b>B</b> £0.00
<b>Unrepresented cheques:</b>			
	v045	558.13	
	v046	310.00	
	v051	237.60	
	v052	1,116.36	
	v053	766.80	
	v056	1668.00	
	v057	662.57	
	v058	177.60	
	v059	24.00	
	v060	261.60	
		<b>5,782.66</b>	

**21/07-11 Items for Discussion**

**11.1** Parish Council Email Accounts Some Councillors are still encountering issues with their emails. **It was agreed** that the Clerk would contact Chris Fabray to organise another home visit to Cllr Gillespie and a phone call to Cllr Hooper. Cllr Alderson agreed to set up her email account next week when she has more time to do so.

**11.2 Action Plan Update** No further update.

**11.3 Update from Footpaths Group Cllr Laniosh** – Cllr Hooper, Cllr Osman and Cllr Laniosh still awaiting training. Next meeting is to be held on 9<sup>th</sup> August at Royal Oak.

**11.4 Update regarding Solar Lights and Summer Fete – Cllr Osman** Quotes have been received which need to be sent to the Clerk. Reddilight have done a site visit and have suggested that the Co-op alleyway requires 3 solar lights and Battlefield Brook would require 7.

**It was agreed** to go ahead with the 3 at the Co-op being installed (3 @ £1535 per unit). Cllr Osman will talk to the residents where the lights will be situated to inform them that their back gardens may be lit up by the lights just to make them aware.

**11.5 Newsletter Items Cllr Masters** – Articles for the next edition need to be sent by the end of August

**21/07-12 Committee and Representatives Report**

**12.1 Neighbourhood Plan Steering Group** Cllr McEldowney – No update

**12.2 Environmental and Highways** Cllr Hooper – VAS signs are currently being erected. The war memorial gate has been fixed free of charge. **It was agreed** to have a plaque made with a list of the donations received for the upkeep of the war memorial.

Cllr Hooper has requested quotes for bus shelters to be painted but has only received one quote, the other suppliers do not seem interested in supplying the work. **It was agreed** to go ahead with the quote otherwise the work will not be completed in the Summer months.

**12.3 Whitford Vale and Perryfields Development** Cllr Baker - No update

**12.4 Planning Committee** Cllr Gillespie - No update

**12.5 Finance and Staffing Committee** Cllr Baker - No update

**12.6 Village Hall Management** Cllr Hooper – No update

**Meeting finished @ 21:10**

**21/07-13 Date and time of next meeting: FPC 30<sup>th</sup> September Village Hall**

Excerpt from July 2021 spreadsheet:

Jul-21	invoice ref V/R	Description	Receipts	Payments Gross	Payments VAT	Payments Net
HMRC	v045	PAYE & NI quarter 1		558.13	-	558.13
Allen Farnsworth	v046	Lengthsman July		310.00		310.00
Grenke	v047	Grenke Leasing for Copier July - Sept		76.97	12.83	64.14
O2	v048	office mobiles		20.48	3.41	17.07
Talk Talk	v049	Office phone and broadband - June 2021		44.45		44.45
Unity Trust Bank	v050	Bank charge, 1st quarter		18.00	-	18.00
Meadowfields Ground Maintenance	v051	Maintain shrubs at gardens June 2021		237.60	39.60	198.00
Birmingham City Council	v052	Ivy Cottage Plants for Summer		1,116.36	186.06	930.30
Plantscape Ltd	v053	Planters Summer		766.80	127.80	639.00
Soldo card - Stinky Ink	v054	Ink cartridges for home printer		29.13	4.86	24.27
Soldo card - Microsoft monthly fee		Microsoft 365		7.99	-	7.99
Soldo card - Zoom Monthly fee		Zoom Sub		14.39	2.40	11.99
EON	V055	Electricity at War Memorial		74.48	3.55	70.93
SMIS	v056	Annual web hosting and update of website		1668.00	278.00	1390.00
Salaries	v057-58	PO Salary July 2021		840.17	-	840.17
Mrs C Blake	v059	Working from Home Allowance SLCC Guidelines		24.00	-	24.00
Bromsgrove District Council	R3	Lengthsman Refund Apr 2021	240.00			-
JRB Enterprise Ltd	v060	10 Boxes of Dog waste bags		261.60	43.60	218.00
			240.00	6,068.55	702.11	5,366.44
		<b>Total for year to 31/03/2022</b>	<b>35,940.00</b>	<b>20,094.65</b>	<b>2,028.53</b>	<b>18,066.12</b>