



MINUTES OF THE PARISH COUNCIL MEETING

Held at Catshill Village Hall

THURSDAY 27th JAN 2022, 7.00pm

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

In attendance: Clerk – Carol Blake

Apologies – Cllr G Blackmoor

Members not present: M Johnson,

22/01-01 Chairman's welcome

The Chairman welcomed all present to the meeting.

22/01-02 To receive apologies from any Member unable to attend

Cllr G Blackmoor sent apologies.

22/01-03 Open Forum

3.1 Members of the Public

Katie from the Community Builder project introduced herself to the Parish Council, she will send the Clerk her details to be forwarded to Councillors in case anybody needs to contact her in future.

3.2 Worcs County Councillor for the Woodvale Division.

Cllr Till updated on traffic enforcement in the area, Cllr Baker raised issues as to what could be more effective as speeding seems to be an on-going issue in the area regardless of what traffic enforcement measures are undertaken, speeding remains. Cllr Till updated on the garages on Bourne Avenue and Spring Rd, it is a civil matter and she requested if the Parish Council receives any complaints regarding the garages to direct the queries to Kelly Scott at Bromsgrove District Council.

No current update on the removal of 2 bus stops on Birmingham Rd, Cllr Till to progress this.

Bromsgrove on Demand has been very well received and has had very positive feedback

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

Cllr Webb informed members that another VAS sign has been purchased and will be located on Braces Lane.

Bracken Grove gardens is not being pursued so the planters that are currently located there will be removed and displayed on Woodrow Lane and the remainder will be dotted around the village. The hanging baskets will also be planted up for the village. 20mph speed limits around schools in the area and a pedestrian crossing on Barley Mow Lane by the Co-op are under consideration.

3.4 Any other community representative

None present.

22/01-04 Declarations of Interest

None received

22/01-05 To re- open the meeting

Parish Councillors and the Executive Officer may only speak from this point forward

22/01-06 Dispensations

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

22/01-07 Approval of Minutes of previous council meeting and previous matters arising

It was agreed to accept the minutes of the previous Full Parish Council meeting held 25/11/2021 and they were duly signed by the Chairman.

22/01-08 Chairman's Report

The Chairman informed members of the various meetings he had attended during the month. Councillors were again encouraged to regularly manage their Parish Council email accounts, as some had recently exceeded their allocated limit. Some councillors had suggested that the limits be increased, but if regularly reviewed and deleted then the current limit should be adequate.

8.1 Grant for Village Hall floor – A grant request has been received and circulated to members requesting funding for the replacement of the village hall floor which will cost approx. £6000. Since then members had received more details on the work that needs to be carried out on the village hall as a whole and agreed that an amended Grant Application should be requested from the Chairman of the Village Hall asking to reword the application as members felt they would be able to agree a donation for work that is currently felt to be more of a priority than the floor.

It was agreed that the clerk would email Owen Sweeting requesting an amended grant be sent for discussion in the next meeting.

Clerk

8.2 Planning Applications Recorded on Website Chairman stated that a proposal to develop a new web page showing the latest

planning applications, including a short summary and a direct link to the relevant documentation on BDC planning hub has been requested. Chairman stated that it would be a good idea to publicise planning applications on our website as they are now part of the legal planning framework, they need to be seen by residents so that they can be used in adjudicating applications. Members were generally negative about this idea and felt it would be duplicating work that BDC do so it was decided that a presentation be set up for the Neighbourhood Plan group to present details on current policies and the advantages of taking this forward and linking to the Parish Council website.

8.3 Remembrance Service – The service received very positive comments from those who attended, and Chairman gave his thanks to all members who gave their time in organising and planning the event

8.4 Christmas events – Chairman thanked Cllr Gillespie for sourcing the Christmas Tree. Thanks to Cllr Masters, Cllr Webb and everyone else involved in the online Christmas Lights switch on. Thanks to Cllr Osman and Cllr Laniosh for arranging and delivering Christmas Hampers to our Christmas Party guests.

8.5 Smart Water decision – **It was agreed** that this item is looked at in more details by the Finance & Staffing Committee. Several documents have been received relating to Smart Water which need to be studied and a decision to be then taken to FPC.

8.6 Platinum Jubilee of Queen - The county council are keen for parish councils and communities to be involved in celebrating the Queens Jubilee this year. Cllr Webb is setting up a working party and requires a representative from the parish council to attend.

It was agreed that Cllr Alderson take the lead from the Parish Council and clerk to inform Cllr Webb of this.

Also to celebrate the Platinum Jubilee the Queen's Green Canopy (QGC), is a unique UK-wide tree planting initiative, inviting people to "Plant a Tree for the Jubilee," with a focus on planting sustainably.

It was agreed that the Environment and Highways Committee would become involved in this project

8.7 WCC Draft Budget Proposals 2022/23 – It was agreed that Cllr Baker will summarise the meeting and feedback to Councillors at the next FPC meeting

22/01-09 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 consider and agree Internal Auditor to be appointed for 21/22 accounts - It was agreed that Clerk would contact Dianne Malley to audit our accounts again for this financial year.

Clerk

9.2 HMRC Vat Refund – Clerk reported that VAT refund of £3993.55 has been received which includes transactions up to Dec 2021

9.3 Plantscape quotation (document sent) -Clerk reported that the quotation for this year’s summer planting is £872.40 including VAT, last year the price was £766.80 so an increase of £105.60.

It was agreed that Clerk would request quotes from other local companies as a comparison and report back.

Clerk

9.4 Review Risk Assessment and Asset Register (documents sent) **It was agreed** that both documents are a true and accurate reflection of current risks and assets.

9.5 Review Financial regulations and Internal Controls (documents sent) - **It was agreed** that both documents are a true and accurate reflection of current regulations and controls.

22/01-10 10.1 The payments and receipts report to 20/01/2022 was received and noted.

The council’s accounts spreadsheet for January 2022 was circulated.

An excerpt from the council’s accounts spreadsheet for January had been sent along with the bank reconciliation to 20/01/2022, it is as follows:

Bank Reconciliation as at 20/01/2022		
Opening Cash Book balance		£86,117.87
Add receipts between 1 April - 20 Jan 2022	77,421.58	
Less payments between 1 April - 20 Jan 2022	-48,546.39	
Cashbook balance at 20 Jan 2022		£114,993.06
Bank statements at 20 Jan 2022		
Unity Trust Bank	119,855.03	
Soldo card	26.73	
Less unrepresented items, as list below	4,888.70	
Bank balances at 20 Jan 2022		£114,993.06

22/01-11 Items for Discussion

- 11.1 Natural Networks Programme update** - Chairman thanked Cllr Laniosh for the report that has been circulated. A working group consisting of Cllr Laniosh, Ian Prust, Cllr Hooper, Cllr Masters, Cllr McEldowney, Kate Ainsworth and Phil Sharp has now been set up to focus on this project. Specifications have been sourced from three suppliers for the six areas agreed on. No idea of costs at this point, if the Council manages to be granted funding it needs to be spent by April 2023, the project links nicely into the Neighbourhood Plan objectives too.
- 11.2 Footpaths Training Update** – Cllr Laniosh has now attended relevant training and is looking at replacing footpath signs around the village. Also looking into the footpath by the cemetery and will be attending a meeting with Joanna Turton who is the Footpaths contact. Printed leaflets on footpaths and walks in the area will be included in the next newsletter.
- 11.3 Junior Councillors update** – An online meeting was attended by Cllr Laniosh last week and the Junior Councillors logo has now been agreed on and will be included in the next newsletter. Cllr Laniosh has invited any of the junior councillors to join one of the future Parish Council meetings and has left that invitation open if any would like to attend. They meet at weekly sessions in the school and have shown an interest in

particular to the wildlife, flowers and have volunteered to plant bulbs for the spring. This week they will be discussing the idea of “chatty benches” in the area.

- 11.4 Update regarding Solar Lights** – Cllr Osman has sent letters to residents who will be affected by the solar lighting and is having a meeting with one of them to discuss his issues. The solar lights are still with the manufacturer at present but will be in place shortly.

22/01-12 Committee and Representatives Report

- 12.1 Neighbourhood Plan Steering Group** Advert for the Project Officer vacancy has been provided for inclusion in this week’s CALC’s online newsletter.
- 12.2 Environmental and Highways** Plan to hold another meeting in March
- 12.3 Whitford Vale and Perryfields Development** – Nothing to report.
- 12.4 Planning Committee** – Cllr Gillespie is having issues with her Parish Council emails so asked Clerk to direct current planning applications to personal email until the issue is sorted out.
- 12.5 Finance and Staffing Committee** No update
- 12.6 Village Hall Management** - Queen’s Platinum Jubilee will be celebrated at the Village Hall and will be a ticketed afternoon event, details will be circulated nearer the time.
- 12.7 Newsletter and Events** Cllr Masters reminded members that the next newsletter will be due at the end of March so requested any articles to be sent to the Clerk for inclusion in this edition.
- Cllr Masters requested the Clerk to contact Chris Fabray regarding general issues with emails, sending and receiving emails is temperamental for all Councillors and needs to be investigated thoroughly.

22/01-13 Meeting finished @ 21:11

Date and time of next meeting: FPC 24th February in the Village Hall @ 19:00

Excerpt from Jan 2022 spreadsheet:

Jan-22			Description	Receipts	Payments Gross	Payments VAT	Payments Net
Unity Trust Bank	d/d	V148	Bank charge, 3rd quarter		18.00	-	18.00
VAT Refund HMRC		R12	VAT Refund HMRC	3,993.55			
Worcestershire County Council		R13	Lengthsman Refund Oct 2021	290.00			
O2	d/d	v149	office mobile		13.20	2.20	11.00
Grenke	D/D	v150	Grenke Leasing for Copier		76.97	12.83	64.14
Talk Talk	d/d	v151	Office phone and broadband - Dec 2021		46.95		46.95
Allen Farnsworth	BACS	v152	Lengthsman Dec		240.00		240.00
January Salaries	S/O	v153-154	Salaries Jan 2022		177.60		177.60
Birmingham City Council	BACS	v155	Catshill Flower Bed Ivy Cottage		1,040.98		1,040.98
Clr Laniosh	BACS	V156	Car mileage for Footpath Training Course		21.60		21.60
HMRC	BACS	v157	Month 7 & 8 PAYE & NI		369.82		369.82
Elan City Ltd	BACS	v158	Traffic cameras		2,342.84	390.47	1,952.37
Mrs C Blake	BACS	v159	Working from Home Allowance		24.00		24.00
Soldo	BACS	v160	Top up debit card		30.00		30.00
Soldo Monthly Fee			Microsoft monthly sub		7.99		7.99
Soldo - Amazon			A4 Paper		6.91		6.91
Soldo Lanyard	Soldo Card	v161	Amazon Lanyard Brett		9.99	-	9.99
Soldo Lanyard			Amazon Lanyard Phil and Paul		19.98		19.98
				4,283.55	4,416.83	405.50	4,011.33
			Total for year to 31/03/2022	77,421.58	47,874.53	4,421.57	43,452.96