



## MINUTES OF THE PARISH COUNCIL MEETING

Held at Catshill Village Hall

THURSDAY 31<sup>st</sup> March 2022, 7.00pm

**Present:** Cllrs B McEldowney (Chair), P Masters, T Gillespie  
A Jilani, S Osman, G Blackmoor

**In attendance:** Clerk – Carol Blake

**Apologies** – Cllr J Till, B Laniosh, P Baker, J Alderson

**Members not present:**

### 22/03-01 Chairman's welcome

The Chairman welcomed all present to the meeting

### 22/03-02 To receive apologies from any Member unable to attend

Cllr Laniosh, Cllr Till, Cllr Alderson and Cllr Baker sent apologies.

### 22/03-03 Open Forum

#### 3.1 Members of the Public

Katie Burgess from Bromsgrove New Starts and Catherine Simcox attended the meeting

#### 3.2 Worcs County Councillor for the Woodvale Division.

Cllr Webb reported that the VAS sign has now been moved to Barley Mow Lane and Ian Hooper will change the battery in a couple of weeks' time.

Funding has been received from the Welcome Back fund to renew planters in the area and six additional ones have also been ordered. Cllr Webb raised concerns about the Natural Networks project. She has been liaising with Cllr Laniosh but has not received answers to her specific questions and therefore cannot proceed with this project at the moment, as she needs to know firstly, whether local residents have been informed of the plans, and secondly, how large the planting areas will be, especially the one located on the Barley Mow Lane junction with Birmingham Road. Cllr Webb stated that she was disappointed with comments in some of the emails that she had received from Cllr Laniosh, and that she would like her concerns communicated to him.

Dock Garden needs maintaining as it attracts rubbish, this will be discussed and maintained by Environmental Committee members when they next meet.

Acts for the Christmas lights switch on have been contacted and they are happy to attend this year's event.

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

Cllr Till sent a report that new bus shelters are underway but awaiting parts.

Community Litter pick took place on Saturday 26<sup>th</sup> March, only 1 resident attended. More litter picking equipment has been ordered by Katie Burgess.

Cllr Till has advised Cllr Laniosh that the land ownership relating to the Natural Networks project would need to be established on Land Registry, the searches cost around £3.00. Once the areas have been established permissions can then be investigated.

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

None present.

#### **22/03-04 Declarations of Interest**

None received

**22/03-05 To re- open the meeting** Parish Councillors and the Executive Officer may only speak from this point forward

#### **22/03-06 Dispensations**

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

#### **22/03-07 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 24/02/2022 and they were duly signed by the Chairman.

#### **22/03-08 Chairman's Report**

The Chairman updated members on the various meetings he had attended during the month.

**8.1 As One Community Project – It was agreed** that the Clerk would forward this information to Katie Burgess from New Starts Bromsgrove to see if she would like to proceed with the project.

**8.2 Events and Events Committee** - Previously PC had an events Committee it needs to be re-established so that all events can be coordinated.

- **To discuss fireworks event – It was agreed** that this year’s event will be jointly run by the local Scouts, and the The North West Ward Association (**NWWA**), which is the Charity responsible for the management of Catshill Village Meadow. They will make the preparations for the event and organise the catering, the Parish Council (PC) will be its main sponsor. PC will hire the Meadow for £750, arrange the fireworks and first aid. The takings from the gate will be distributed 75% to the Scouts and 25% to Catshill Village Meadow. Ian Prust, who is a member of the **NWWA Committee**, will be asked to complete a risk assessment and the Meadow will source the lighting.

- **To discuss Queen’s Platinum Jubilee event –** Cllr Alderson is the current PC representative on the group, which is making arrangements for this event. It **has been agreed** that Cllr Gillespie would also join this group. **It was also agreed** that PC will provide financial support for this event and would formulate a protocol for processing any invoices generated for the event.

**8.3 Chatty Bench – It was agreed** to defer this item to next month’s FPC meeting

**8.4 To discuss Annual Parish meeting to be held on 26/05/2022 – It was agreed** that Clerk and Chairman would compile a draft agenda for this meeting

**8.5 Grant for Catshill Social Club (document sent) – It was agreed** that the grant should be rejected as the Social Club is a business and not a charity.

**22/03-09 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 Pay award agreement and backpay this month –** Clerk reported that the National Joint Council for local government services has agreed the new rate of pay for 2021-22 of an increase of 1.75%, applicable from 1 April 2021, the pay award has been implemented with backpay in this month’s salary

**22/03-10 Finance**

**10.1 The payments and receipts report to 20/03/2022 was received and noted.**

The council's accounts spreadsheet for March 2022 was circulated.

An excerpt from the council's accounts spreadsheet for March had been sent along with the bank reconciliation to 20/03/2022, it is as follows:

<b>Bank Reconciliation as at 21/03/2022</b>			
Opening Cash Book balance		£86,117.87	
Add receipts between 1 April - 21 Mar 2022	£78,051.58		
Less payments between 1 April - 21 Mar 2022	-£58,461.03		
<b>Cashbook balance at 21 Mar 2022</b>		<b>£105,708.42</b>	<b>A</b>
<b>Bank statements at 21 Mar 2022</b>			
Unity Trust Bank	113,001.76		
Soldo card	33.41		
Less unpresented cheques, as list below	7,326.75		
<b>Bank balances at 21 Mar 2022</b>		<b>£105,708.42</b>	<b>B</b>
	<b>Unpresented items:</b>		
	v178	34.16	
	V179	245.00	
	v180	5,600.00	
	v181	177.60	
	v182	829.23	
	v183	18.00	
	v184	394.60	
	V186	£28.16	
		£7,326.75	

**22/03-11 Items for Discussion**

**11.1 Natural Networks Programme update** - Cllr Laniosh sent a report that stated that the project has stalled until landowners' permission is obtained to proceed with improvements at Lingfield Walk and Barley Mow Meadow.

**11.2 Update regarding Solar Lights** – Cllr Osman reported that he is still waiting for the poles to be installed by BDC, they are short staffed due to covid.

**11.3 New Chair for Environment and Highways Committee** – Cllr Osman agreed to take over as Chairman for the Committee.

## 22/03-12 Committee and Representatives Report

- 12.1 Neighbourhood Plan Steering Group – Cllr McEldowney -** NP Presentation went ahead on 26<sup>th</sup> March at the Baptist Church to discuss the way forward for the NP. This included employing a Project Officer who will support the Parish Council Steering Group and Parish Council Committees to process responses to planning applications and be responsible for dealing with the District Council, landowners, developers and their agents and parish residents on all planning applications and related matters.
- 12.2 Environmental and Highways –** No update
- 12.3 Whitford Vale and Perryfields Development –** No update
- 12.4 Planning Committee –** Cllr Gillespie provided an updated Planning report to all. It stated that the property at 20 Woodrow Lane is a major issue as there is no planning application or planning permission for recent work done on the property. The next-door neighbour, Mr Pugh, has raised his concerns with the Parish Council, his query has now been allocated to Cllr Gillespie to make contact with him, although she has previously contacted Bromsgrove District Council Planning Department, who say that the matter cannot be discussed, as it is still under investigation. The local district councillor and residents have been given the same response.
- 12.5 Finance and Staffing Committee** No update
- 12.6 Village Hall Management –** Donna Ramlal submitted a written report on behalf of the Village Hall Management committee, which stated, that all of the regular village hall users are now operating as they were, prior to the pandemic, and a few new users have joined. The Village Hall Committee are discussing dates when the Village Hall will be closed, to facilitate work on upgrading the roof and flooring . The committee thanked the parish council for the grant of £5,600 towards the Village Hall repairs.

**12.7 Newsletter and Events** Cllr Masters expressed his thanks for the articles that have been submitted for the Spring Newsletter which is now at the printers

**Meeting finished @ 21:07**

**22/03-13**

**Date and time of next meeting: FPC 28<sup>th</sup> April in the Village Hall @ 19:00**

Excerpt from March 2022 spreadsheet:

<b>Mar-22</b>	<b>How Paid</b>	<b>Inv Ref</b>	<b>Description</b>	<b>Receipts</b>	<b>Payments Gross</b>	<b>Payments Vat</b>	<b>Payments Net</b>
G Force Fireworks	BACS	v175	Deposit for fireworks event		400.00		400.00
O2	d/d	v176	office mobile		13.20	2.20	11.00
Talk Talk	d/d	v177	Office phone and broadband - March 2022		46.95		46.95
Mrs Shirley webb	BACS	v178	Bunting for Queen Platinum Jubilee		34.16		34.16
Allen Farnsworth	BACS	V179	Lengthsman Feb		245.00		245.00
Village Hall	BACS	v180	Grant for maintenance of hall		5,600.00		5,600.00
Jane Hallett	S/O	v181	LP salary Mar 2022		177.60		177.60
Mrs C Blake	BACS	v182	Salary Mar 2022		829.23		829.23
Mrs C Blake	BACS	v183	Working from Home Allowance		18.00		18.00
Worcestershire County Council		R15	Lengthsman reimbursement	540.00			
HMRC	BACS	v184	Month 10,11 PAYE & NI		394.60		394.60
Soldo	BACS	v185	Top up debit card		50.00		50.00
Monthly Fee			Microsoft monthly sub		7.99		7.99
Amazon	Soldo	v186	Files and Dividers		10.18		10.18
Amazon			Lanyard		9.99		9.99
				540.00	7,786.90	2.20	7,784.70
			<b>Total for year to 31/03/2022</b>	<b>78,051.58</b>	<b>58,461.03</b>	<b>4,699.16</b>	<b>53,761.87</b>