



MINUTES OF THE PARISH COUNCIL MEETING

Held at Catshill Village Hall

THURSDAY 26th January 2023, 7.00pm

Present: Cllrs B McEldowney (Chair), K Burgess, J Parry, P Masters, B Laniosh, P Baker

In attendance: Clerk – Carol Blake

Apologies – Cllr Osman

Members not present:

23/01-01 Chairman's welcome

The Chairman welcomed all present to the meeting

23/01-02 To receive apologies from any Member unable to attend

Cllr Osman sent his apologies.

23/01-03 Open Forum

3.1 Members of the Public

Marion and Martin Holdsworth attended the meeting and were requesting more information on where the extra precept money was spent and how it benefited the local community. Cllr McEldowney provided details on grants that had been provided to help the local community, benches that had been bought for the Queen's jubilee. Both residents were happy with the response received and thanked Parish Councillors for their time and left the meeting

3.2 Worcs County Councillor for the Woodvale Division.

Cllr Webb reported that the pedestrian crossing to be put on Barley Mow Lane will be completed in the next financial year after consultation takes place. VAS sign outside Willowbrook Garden Centre has been temporarily switched off as it is showing the incorrect speed limit for that road, it will be moved to a 30mph area.

The Christmas lights switch on will take place on 25th November and the Easter Egg Trail will take place on Good Friday 7th April.

Cllr Laniosh asked for an update on the skate park, Cllr Webb said that a meeting needs to be organised with stakeholders and Cllr Laniosh asked if they could include a rep from the Junior Councillors group when the meeting takes place.

No response from the Hotel regarding trimming back the hedges.

No update on 144 bus service but liaising with National Express on this now.

WCC are looking at the bus service for the County as a whole.

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

Cllr Till reported that the two bus shelters at the bottom of Birmingham Rd will not be replaced until the bus service in the area has been agreed to.

The garages in Spring Rd area have mainly been tidied up and secured but fly tipping is now an issue.

3.4 Any other community representative

No update.

23/01-04 Declarations of Interest

None received

23/01-05 To re- open the meeting Parish Councillors and the Executive Officer may only speak from this point forward

23/01-06 Dispensations

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

23/01-07 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 01/12/2022. The Chairman then duly signed the minutes.

23/01-08 Chairman's Report

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

8.1 Planning, Environment and Highways Committee – The Chairman requested that the Clerk contact Cllr Osman to ask him to provide his availability for February so that a meeting can be set up before the next Full Parish Council meeting as there are a few issues that need to be addressed.

8.2 Update on Christmas Party Event – Overall the event was a huge success and many compliments were received. If it goes ahead again this year it has been suggested that back-up entertainment is considered as the singers booked had to cancel due to illness. Cllr Masters suggested that this event should only be funded by the Parish Council rather than Parish Councillors becoming involved.

8.3 Village Hall Report – An email received from Andrew Bate was discussed and it was agreed that there needs to be more communication between the Parish Council and the Village Hall Committee regarding the Christmas tree this year so that more volunteers are available to help with delivery, erecting and taking down of the tree.

Items to be agreed upon

8.4 Grant Application – Catshill Community Library £500 Request – It was agreed that an amount of £439.00 not £500.00 be provided to the Library, the rug that has been quoted for is £239.00 rather than £300.00 that was quoted on the grant application plus £200.00 for games and craft materials.

8.5 Grant Application – Bromsgrove Hub £245.78 request – It was agreed to fund the full amount of £245.78 to Bromsgrove Hub

8.6 Grant Application – Chadsgrove School in providing a Warm Space Café £1800 request – Cllr Baker stated that he was a member of Catshill Social Club, in relation to this grant applications and left the room whilst it was being discussed.

Parish Councillors were not happy with this application as there is not

enough detail provided. A breakdown of figures needs to be requested. Clerk agreed to contact Val Harman about this.

8.7 NP Annual Review Report - It was agreed that the Annual Review of the Parish Neighbourhood Plan is formally published and will also be posted on the Facebook page.

8.8 King's Coronation 6th May - It was agreed that it would be nice to mark the occasion of the King's Coronation but not on the 6th May as the majority of people will be watching the event. The Chairman is attending a meeting on 14th February regarding forthcoming events and will agree to support and fund the occasion only.

23/01-09

Finance

9.1 The payments and receipts report to 20/01/2023 was received and noted.

The council's accounts spreadsheet for January 2023 was circulated.

An excerpt from the council's accounts spreadsheet for January had been sent along with the bank reconciliation to 20/01/2023, it is as follows:

Bank Reconciliation as at 18/01/2023			
Opening Cash Book balance		£105,685.54	
Add receipts between 1 April - 18 Jan 2023	56,589.13		
Less payments between 1 April - 18 Jan 2023	-54,423.46		
Cashbook balance at 18 Jan 2023		£107,851.21	A
Bank statements at 18 Jan 2023			
Unity Trust Bank	109,891.24		
Soldo card	18.66		
Less unpresented items, as list below	2,058.69		
Bank balances at 18 Jan 2023		£107,851.21	B

9.2 Update on Lengthsman position – It was agreed that the Clerk will obtain 3 quotes and additional relevant information and this item will be discussed in more detail in the next meeting.

9.3 Review Asset register (document sent 05/01/2023) It was agreed to accept this policy, no amendments required

9.4 Review Risk Assessment policy (document sent 05/01/2023) It was agreed to accept this policy, no amendments required

9.5 Review Financial Regulations policy (document sent 05/01/2023) It was agreed to accept this policy, no amendments required

9.6 Review Internal Financial controls (document sent 05/01/2023) It was agreed to accept this policy, amendment required to cheque payments.

9.7 Ratify pay award 22-23 – The Clerk read out the pay award for 22-23 and informed Councillors that this has been instated.

9.8 To record HMRC VAT refund received for 22-23 – The Clerk informed Councillors that an amount of £3113.13 has been refunded for VAT from HMRC

23/01-10

9.9 Summer plants quote to be reported – It was agreed to accept the Plantscape quotation of £941.40 for the Summer plants.

Items for Discussion

10.1 Recruiting New Councillors report – Cllr Baker attended a presentation in October which provided ideas on how to recruit new councillors, it was thought to be an innovative idea to have a promotional video. Cllr Masters will organise a Communications meeting before the next FPC meeting and will provide feedback in February's FPC meeting.

10.2 Project Officer update – Cllr Baker has contacted Paul Crysell who has not responded so item is deferred to next meeting

10.3 Worcestershire County Council Budget 23/24 – Cllr Baker distributed a report that summarised the online presentation given by Mike Hudson the CFO of WCC.

10.4 Meet up Monday at Pub idea – Cllr Laniosh/Burgess – It was agreed that the Royal Oak, Miller and Carter and The Crown pubs will be contacted to discuss with them whether they would be interested in promoting this idea and the Parish Council will provide up to £50 per venue to cover any expenses, Item will be reported back in February's FPC meeting.

10.5 Diamond buses update – Cllr Laniosh - Diamond buses will not be taking part in the current £2 maximum fare initiative. **It was agreed** that Cllr Laniosh will provide details and publicise which areas you can get to from Catshill in the next news magazine.

10.6 Remembrance Service complaint/suggestion – Cllr Osman- Deferred until next meeting

10.7 To agree solar panel upgrade for VAS sign – Cllr Osman Deferred until next meeting

10.8 Donation of £250 to Chadsgrove for wildlife boxes – Cllr Osman Deferred until next meeting

23/01-11

10.9 Donation to First School for bulbs and equipment for planting – Cllr Osman Deferred until next meeting

Committee and Representatives Report

11.1 Finance and Staffing Committee – Nothing to report

11.2 News Magazine – Cllr Masters – The next news magazine is due to be finalised by the end of February.

11.3 Junior Councillors – Cllr Laniosh expressed his disappointment at the venue held for the Junior Councillors meeting as it was held in the Committee Room. The January meeting with the Junior Councillors was cancelled due to the Clerk having family issues to deal with. It was suggested that Cllr Laniosh should arrange for another Councillor to attend with him, as the Clerk at present cannot commit to any dates.

23/01-12

11.4 Natural Networks Project and Footpaths Report– Cllr Laniosh updated that the Footpath Work Party installed a new pedestrian gate near the motorway this month.

Meeting finished @ 21:27

Date and time of next meeting: Thursday February 23rd @ 19:00

Excerpt from January Spreadsheet

Jan-23		Description	Receipts	Payments Gross	Payments VAT	Payments Net
Jenny's Kitchen	V167	Christmas party caterers		572.16	95.36	476.80
Soldo	v168	Top up debit card		60.00		60.00
Unity Trust Bank	v169	Bank charge, 3rd quarter		18.00	-	18.00
VAT Refund HMRC	r9	VAT Refund HMRC	3,113.13			
Water Plus	V170	Water Ivy Cottage Gardens		6.54		6.54
O2	V171	office mobile		14.74	2.46	12.28
Talk Talk	V172	Office phone and broadband - Dec 2022		49.95		49.95
Grenke	V173	Grenke Leasing for Copier		76.97	12.83	64.14
JRB Enterprise Ltd	V174	Dog waste bags		327.60	54.60	273.00
Cllr Laniosh	V175	Footpath working group expenses		60.00		60.00
Salaries Jan 23	V176-178	LP salary Jan 2023		972.45		972.45
HMRC	V179	Month 7, 8 & 9 PAYE & NI		698.64		698.64
Soldo - Top up on card		Top up on card		30.00		30.00
Soldo - Zoom Monthly Fee		Zoom Monthly Fee		14.39		14.39
Soldo - Top up on card		Top up on card		60.00		60.00
Soldo renewal card fee		Soldo renewal card fee		5.00		5.00
Soldo - Collection of Christmas tree to charity	v180	Collection of Christmas tree to charity		16.88		16.88
Soldo-		A4 paper Amazon		5.25	-	5.25
Soldo - Worc County Council licence for cherry picker to remove Christmas lights		Worc County Council licence for cherry picker to remove Christmas lights		30.00		30.00
Soldo - Microsoft monthly fee		Microsoft monthly fee		7.99		7.99
Soldo - Stamps		First class stamps		9.05		9.05
Soldo - Top up on card	V181	Top up on card		50.00		50.00
			3,113.13	2,885.61	165.25	2,720.36
		Total for year to 31/03/2022	56,589.13	54,423.46	2,802.62	51,620.84