



# MINUTES OF THE PARISH COUNCIL MEETING

Held Online

Wednesday 5th July 2023, 7.00pm

**Present:** Cllrs B McEldowney (Chair), P Masters, J Parry, S Osman, B Laniosh

**In attendance:** Clerk – Carol Blake

**Apologies –**

**Members not present:** Cllr K Burgess,

**23/06-01 Chairman's welcome**

The Chairman welcomed all present to the meeting

**23/06-02 To receive apologies from any Member unable to attend**

No apologies had been received.

**23/06-03 To consider any applications for co-option.**

Mohammed Amin applied for co-option and his particulars and personal statement had been circulated to all members. He expressed his interest to join the Parish Council to help the community and enhance the area. Thanks were given to Mohammed for attending the Parish Council meeting during the Eid celebration. **It was agreed** that Mohammed be co-opted on to the Parish Council and he joined the meeting.

**23/06-04 Open Forum**

**4.1 Members of the Public**

No members of the public were present.

**4.2 Worcs County Councillor for the Woodvale Division.**

No update received.

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

Cllr McEldowney had received complaints from residents regarding the noise from the Britannia Hotel, a housing issue and items being dumped at the brook at Lingfield Walk which are being all investigated.

Cllr McEldowney asked for ideas to commemorate Phil Baker's years of work with the Parish Council, it was suggested that a plaque could be placed on one of the chatty benches and an item in the news magazine thanking him for his involvement.

A reminder to those Councillors who have not yet completed and returned their Election Expenses forms as this will mean being barred from sitting and voting in future Parish Council meetings.

It was agreed that an Environmental, Planning and Highways Committee meeting be set up to discuss outstanding planning applications that may need to be commented on.

**4.4 Any other community representative**

No update.

**23/06-05 Declarations of Interest**

None received.

**23/06-06 To re- open the meeting** Parish Councillors and the Executive Officer may only speak from this point forward

**23/06-07 Dispensations**

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

**23/06-08 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 25/05/2023.

**23/06-09 Chairman’s Report**

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

**9.1 Local Government Boundary Commission for England - Worcestershire – Cllr**  
McEldowney reported that he is waiting for details to be sent to him from CALC and once received will share this information.

**23/06-10 Finance**

**10.1 The payments and receipts report to 20/06/2023 was received and noted.**

The council’s accounts spreadsheet for June 2023 was circulated.

An excerpt from the council’s accounts spreadsheet for June had been sent along with the bank reconciliation to 20/06/2023, it is as follows:

<b>Bank Reconciliation as at 20/06/2023</b>		
<b>Opening Cash Book balance</b>		<b>£102,483.02</b>
<b>Add receipts between 1 April - 20 June 2023</b>	25,901.30	
<b>Less payments between 1 April - 20 June 2023</b>	-17,794.11	
<b>Cashbook balance at 20 June 2022</b>		<b>£110,590.21</b>
<b>Bank statements at 20 June 2022</b>		
Unity Trust Bank	112,758.98	
Soldo account	7.09	
Less unpresented cheques, as list below	2175.86	
<b>Bank balances at 20 June 2023</b>		<b>£110,590.21</b>

**10.2 Defibrillators Update** – The clerk reported that both defibrillators are now in full working order and have been returned to their locations. The one located at the Meadow is brand new and was free of charge as the old one was lost in transit by the company who collected it to update it.

### **10.3 Approvers to be added to Unity Bank reminder.**

Clerk reminded Councillors that she is awaiting details from some members so that she can add them to the Unity Bank account to be able to approve payments, this was agreed to be done by all in last month's meeting so that there is support if anybody is away on holiday now that Cllr Baker has resigned.

## **23/06-11 Items for Discussion**

**11.1 Christmas Lights – Cllr Parry** It was agreed that the amount of £4472.71 be paid up front for the extra Christmas lights, they will be hand made and delivered in November to be erected at the bottom of Golden Cross Lane in time for Christmas.

**11.2 Letters to Heaven update – Cllr Parry** reported that the letter boxes have not yet been ordered as the plaques for them are being discussed, once everything is sorted, they will be ordered so they will not have to be stored. A decision will need to be made on what will be done with the letters.

**It was agreed** that the letters will remain unopened and shredded, this will cover the GDPR aspect as well as remaining sympathetic to the authors of the letters.

**11.3 Donation of £350 to First School for bulbs and equipment for planting to be ratified – Cllr Osman**

**It was agreed** that £350 was paid for the wildlife boxes project rather than the bulbs and equipment which has not been progressed.

**11.4 COVID Memorial Garden – Cllr Masters – It was agreed** that a COVID Memorial Garden would be a promising idea and Lingfield Walk would be a good position for this. Cllr McEldowney will try to find out who owns this plot of land, and this will be discussed further in the Environmental Committee at their next meeting in July.

**11.5 Grant Application to Catshill Methodist Church**

**It was agreed** to fund a grant for £1000 that has been requested by Catshill Methodist Church to purchase a defibrillator for community use which will be beneficial to the residents in the area.

**11.6 Grant Application BluWave**

**It was agreed** to fund a grant for £500 that has been requested by BluWave Community Transport who provide transport by volunteer drivers to take clients to and from hospital appointments etc, this was thought to be beneficial to the community.

**11.7 Grant Application Catshill Village Hall –** No grant application has been received to date.

**11.8 Ideas for the municipal year 2023/2024 – It was agreed** that this item will be deferred until the next meeting and will be the only item up for discussion apart from the formal legal agenda items which will have to be included.

## **23/06-12 Committee and Representatives Report**

- 12.1 News Magazine – Cllr Masters** requested that the news magazine deadline is this week and provided a list of items and authors who will need to send their articles for inclusion in the next edition of the magazine.
- 12.2 Junior Councillors – Cllr Laniosh** A litter pick took place on July 6th at 2pm. . The next scheduled meeting at the school will take place in September and will be attended by Cllr Parry and Cllr Burgess.
- 12.3 Footpaths Working group – Cllr Laniosh** reported that the next gathering is 18<sup>th</sup> July 2023 where it is intended to install steps on the path that crosses Millennium way by the stream.
- 12.4 Events Update – Cllr Parry** Nothing to report.
- 12.5 Environmental, Planning and Highways – Cllr Osman** will arrange a Committee meeting on 31<sup>st</sup> July online as the previous one was cancelled due to illness.

**Meeting finished @ 20:46**

**Date and time of next meeting: 27<sup>th</sup> July 2023 @ 19:00**

## Excerpt from June Spreadsheet

Jun-23	How paid	invoice ref V/R	Description	Receipts	Payments Gross	Payments VAT	Payments Net
MK Illumination (UK) Ltd	BACS	V033	Christmas lights purchase				
O2	d/d	v034	office mobile		17.28	2.88	14.40
Water Plus	d/d	v035	Water Ivy Cottage Gardens		7.56		7.56
Talk Talk	d/d	v036	Broadband for office		49.95	-	49.95
Meadowfields Ground Maintenance	BACS	v037	Maintain shrubs at gardens in May 2023		237.60	39.60	198.00
Chris Cooke	BACS	v038	Lengthsman May 23		269.50	45.50	224.00
Cllr Brett Laniosh		v039	Screws and drill adaptor for footpaths group		5.99		5.99
JRB Enterprise Ltd	BACS	v040	10 Boxes of Dog waste bags		327.60	54.60	273.00
Chadsgrove School	BACS	V041	Planting equipment for school		350.00		350.00
Salaries June 2023	S/O	V042 and v043	Salaries		930.78	-	930.78
Mrs C Blake	BACS	V043	Work From Home Allowance		30.00	-	30.00
Mrs C Blake	BACS	V044	Expenses for June 2023		24.39	-	24.39
Soldo	BACS	v046	Top up debit card		50.00		50.00
Soldo card	Soldo	v047	Bitdefender		39.99		39.99
			Microsoft monthly fee - June		7.99		7.99
			<b>subtotal May/June to 20/06/2023</b>	-	2,281.35	139.70	2,141.65
			<b>total for year to date</b>	<b>25,669.05</b>	17,743.71	1,581.92	16,161.79