



## MINUTES OF THE PARISH COUNCIL MEETING

held at CATSHILL VILLAGE HALL

GOLDEN CROSS LANE, CATSHILL, B61 0JZ

Thursday 28<sup>th</sup> March 2019, 7.30pm

**Present:** Cllrs O Sweeting (Chair), B McEldowney (Vice Chair), P Baker, M Ball, J Bate, G Blackmoor, M Knight, M Shephard, N Ward

**In attendance:** Clerk – R Powell, District Councillor B Cooper

**19/03-01** Chairman's welcome

The Chairman welcomed all present to the meeting

**19/03-02** Members' Apologies for absence

Apologies were received from Cllrs V Harman, T Gillespie, C Stark, P Masters and County/District Councillor S Webb

**19/03-03** Open Forum

**3.1 Members of the Public**

No Members of the Public were present

**3.2 Worcs County Councillor for the Woodvale Division**

Cllr Webb had sent her apologies and her report had been circulated (see attached)

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

Cllr B Cooper was present and reported on a recent meeting regarding Marlbrook Tip in relation to new activity at the vicinity, which had prompted a Stop Order to be imposed to prevent the tipping of top soil without planning permission. No Planning Application had been submitted; if one was received it would allow the Council to dictate the terms of the tipping, ensuring proper safeguards. A new independent structural engineer had been appointed due to the site engineer resigning. There were concerns that the Environment Agency were not as active in the case regarding enforcing a planning application as they could be. Cllr Cooper also reported regarding investigations into parking on double yellow lines outside the Tesco in Marlbrook. Minimal fines had been imposed over a period of 4 years due to the short stay of cars parked in this area. He continued to report that Bromsgrove Council had all financial arrangements signed off ready for a new Council in May.

Cllr Cooper left the meeting at 19:37hrs

**3.4 Any other community representative**

No community representatives were present.

**19/03-04** The meeting was closed for Open-Forum and re-opened.

**19/03-05** Declarations of Interest

No member stated any declarable interest.

**19/03-06** Dispensations

No requests for dispensation had been received. Dispensations were in place for Cllrs Sweeting and Bate in relation to the Village Hall and Cllr Harman in relation to Catshill Social Club. These would all expire at the end of April

**19/03-07** Approval of Minutes of previous council meeting

It was agreed to accept the minutes of the Full Parish Council meeting held 28/03/19 and these were duly signed by the Chairman

**19/03-08** Members' Questions

None received



19/03-09

Chairman's Report

Cllr Sweeting provided his penultimate report to the Council sharing some insight into the various memberships that the Council are entitled to, the frequency of the meetings and an idea as to how to organise attendance from Members. Cllr Sweeting reported that he would continue as the Chair of the Village Hall Committee and informed the Council of the need for this group to generate funds, its review of insurance, investigations into grants available, standing as an independent charity and joining the society of village halls.

19/03-10

Clerk's Report: Emergency Actions, Update and List of Communications

**10.1 Parishioner Correspondence – To inform Members of the correspondence received during the last month.**

The Clerk had received communications regarding a boundary dispute from a vulnerable couple, concerns about the lack of adoption of the roads on the new horse course estate, request for assistance with a reduction in Council Tax due to disability and, via Cllr McEldowney, concerns about the Car Wash on the Social Club Car Park, which had all been dealt with or escalated appropriately

The Clerk also informed Members that the hedge along the alleyway from Barley Mow Lane to Golden Cross Lane had been cut back as requested.

**10.2 Purchase of Stones for gardens**

The Clerk had used delegated powers previously given and purchased the stones for the Parish Gardens at a cost of £740 inc VAT. These would be delivered to Cllr Sweeting and installed by the gardener as soon as possible.

**10.3 Lengthsman Equipment**

The debate regarding the provision of Lengthsman equipment, now that WCC would not be providing it, continued to be discussed. The Clerk had been asked if the Council would be willing to put a one off payment with other Councils to fund the purchase of equipment. The Clerk had informed the group of the Parish Council's decision that as a Contractor, the Lengthsman was expected to provide his own equipment and therefore the Council would not be contributing. It had been suggested that the Lengthsman may lift his pricing structure to cover the purchase of equipment. Cllr Webb had provided £250 of funding for the Parish Council to provide equipment, but it was not deemed that this was the best way forward for a variety of reasons including the temporary nature of the contract and the sharing of Lengthsman services. Cllr Webb had requested this instead be put towards Catshill in Bloom.

**10.4 Scouts contribution to the Mucky Pup campaign**

Scouts had requested permission to put plastic bottles with dog bags in on various locations throughout the village, including possibly Parish Council property. This had been agreed. The scheme would be part of the Mucky Pup campaign and started in the Easter Holidays. The Scouts were to maintain the bottles and refill.

**10.5 A38 Pathway**

The Clerk had informed Cllr Webb of the decision to make a contribution to the pathway at the bottom of the steps from the A38 to make it safe, but unfortunately the match funding from Cllr Webb was no longer available. She had requested that the Council hold the funds until next year or she would also see if it could be done sooner.

**10.6 Internal Audit dates**

The Accounts documents would be collected on 13<sup>th</sup> May and returned on 24<sup>th</sup> May 2019

**10.7 Elections information**

The Clerk reminded Members that the closing date for nomination forms to be returned to BDC is 3<sup>rd</sup> April 2019 at 4pm. It was highly recommended that an appointment should be booked for the form to be looked at before handing in.

**Relevant correspondence available from the Clerk:** includes weekly CALC updates March 2019; weekly updates from BDC Planning lists, WCC road works lists and reports, Neighbourhood Watch Alerts, NRSWA, Worcestershire Voices, Wellbeing in Partnership Newsletter, Bromsgrove



19/03-11

Committee and Representatives Reports

*Background papers available*

***Please note that the Environment and Highways Committee for this month was cancelled due to lack of content.***

**11.1 Events Steering Group – 11/03/19 (Cllr N Ward)**

The successful meeting had included ideas for new events including Afternoon Tea, Summer Fete, Quiz night etc. Feedback had been received about each of the Events from the previous year. It was suggested that the light switch on may be done by a child from one of the schools this year. The dates for this year's events and the leads for each group had been agreed. It was suggested that 8<sup>th</sup> or 10<sup>th</sup> April would be the next meeting of the group.

**11.2 Planning Committee – 21/03/19 (Cllr T Gillespie)**

In Cllr Gillespie's absence, Cllr McEldowney reported that a Member of BDC Planning Department was in attendance at the meeting as an advisor. The main consideration had been a retrospective planning application for the car wash on the Social Club car park and there were residents in attendance who wished to make representation. The main concerns were noise pollution, water pollution and the distance of the entrance to the car park with the junction of the road.

**11.3 Any other report from Parish Council representatives including those for:**

- **Risk Assessment meeting – 04/03/19 (Cllr P Baker)**  
Cllr Baker, Cllr McEldowney and the Clerk had met and carried out in depth risk assessments for assets/rooms/health and safety which had since been circulated to the Council.
- **Gardens Meeting – 08/03/19 (Cllr M Knight)**  
Cllr Knight had met with the gardener to discuss quotes for the planters, the fence at the Remembrance garden that keeps being damaged, the gate for access, the Christmas Tree siting and path to it.
- **Library Meeting – 21/03/19 (Cllr P Baker)**  
Cllr Baker and Cllr Sweeting had met the head of the Middle School to discuss the situation regarding the library. He was very supportive of the library from a community point of view and noted that the First School used it more than the Middle School. The School already greatly subsidise it. The consensus was that it is used and should be retained if possible. The Clerk had been in touch with the volunteers via the library manager and a meeting would be arranged to discuss their views. Following this there would need to be a decision from the Parish Council whether to help and fund the library, possibly for a 12 month trial basis. The Clerk reported that Belbroughton and Fairfield Parish Council had suggested they may be prepared to offer a percentage of the cost dependent on footfall and had asked to be kept informed of progress.
- **NP Meeting with BDC officers – 21/03/19 (Cllr B McEldowney)**  
Cllr McEldowney reported on a meeting between BDC Planning Officers and Members of the Steering Group. BDC Officers had agreed that without identification of sites the plans were not robust. Members discussed an overview of progress, the professionalism of the team working on the plan, new ideas for site selection using a traffic light system, identification of sites and the use of consultants. Planning Officers appeared happy with the plan and supportive of the way forward. Further meetings would be had with BDC to keep them informed.
- **Village Hall Management Committee – Cllr J Bate**  
Cllr Bate provided a report (see attached)
- **Newsletter – (Cllr P Masters)**  
In the absence of Cllr Masters, the Clerk thanked Members for their efforts in distributing the magazine prior to the Purdah period. The next newsmagazine would now be after the election and would include introductions to the new Council.



**19/03-12** Finance

**12.1** **To receive the payments and receipts report of the Responsible Finance Officer and to approve bills for payment; spreadsheet for March circulated**

The current financial situation, including comparison of budget to actual income and expenditure to date, was noted. The payment schedule for March, as below, was approved. Cllr Sweeting wished to formally thank the Clerk for work undertaken towards the upkeep of Council Finances.

**19/03-13** To note the respond to the Lickey & Blackwell and Cofton Hackett Neighbourhood Development Plan submission

**Closing date for response: 29<sup>th</sup> March 2019**

Cllr McEldowney had provided a response to the document which he had circulated to all Members

**19/03-14** To consider and agree the quotes provided for the following:

● **Planters under the Welcome to Catshill Signs**

The Clerk informed Members of a quote from the Gardener for floor based planters under the signs to include a watering system, planting and compost. She reminded Members of the original quote from Plantscape for troughs at £739.50 plus VAT for 1500mm planters and suggested asking the gardener to plant and water these. A new quote at a price of £574 plus VAT had been received for shorter planters at 1000mm. Both these quotes were to buy outright and there was now a £250 funding element to consider from Cllr Webb.

Members returned to the original quote and idea of renting the planters and a service provided by Plantscape that installs, plants and waters the planters.

**It was agreed** that the Clerk would approach Plantscape to establish if this was still an option and take out a rental agreement if so.

● **Planters under notice boards**

This idea had been deferred to next year

● **Planting of Ivy Cottage raised bed**

Quotes had been requested from the Gardener and BCC, to include some different plants and also trailing plants, but had not yet been received.

● **Work at the Remembrance Garden**

The Gardener had quoted £90 for gate installation in the fence and £75 for a path to the Christmas Tree site which would be in the form of bark and boarding.

**It was agreed** to accept these quotes

**It was agreed** that the Clerk would ask the Lengthsman about the siting of the post for the Christmas Tree.

**19/03-15** To agree the contract for Lengthsman Services as provided by Worcester County Council (document circulated)

The Clerk informed the Council that since the document had been circulated an amendment had been made to clause 3.c due to ambiguous wording and budget restrictions meaning that WCC can no longer provide PPE and there is a restriction on the amount of training that can be subsidised, although LANTRA training would be provided once per year and as this lasts 5 years, this should be adequate.

**It was agreed** to accept the contract as presented.

**19/03-16** Ahead of the new Council Term, to consider the structure of the Council and its meetings (document circulated)

Members considered the document provided by the Clerk which reduced the amount of Committee meetings by number and by adding working parties to larger elements of the Council. **It was agreed** to adopt the structure on a 12-month trial basis

**19/03-17** Items for the next meeting

Members were requested to inform the Clerk of any items for the next meeting

**19/03-18** Date and time of next meetings:

- Finance and Staffing Committee- 11/04/19 (7:30pm)
- Full Parish Council Meeting – 18/04/19 (7:30pm)
- Planning Committee – 25/04/19 (7:00pm)
- All meetings at Catshill Village Hall

This meeting ended at 21:07 hrs

Signed ..... Date.....  
Chairman of Catshill & North Marlbrook Parish Council

Minute no. 19/03-3.2 Cllr Webbs report

**Councillor Shirley Webb**

**March 2019 Report**

**Great British Spring Clean**

22nd March – 23rd ~April is the Great British Spring Clean, it is fantastic to see so many community groups taking part in cleaning their respective areas. I have been working with the local schools in Catshill with litter picks, the children love taking part. Who knew you could have so much fun with litter! Many thanks for the continued work the community groups and parish councils do helping to keep Bromsgrove beautiful. The schools are also working within Catshill for Catshill In Bloom. Please take a look at the newly planted areas outside the Spar, Golden Cross Lane. The children from Chadsgrove have worked so hard and it looks fantastic. Lots more happening in the future.

**Speed monitoring**

Speed monitoring will continue, now the weather is improving, around my division with the Safer Neighborhood Team and the Enforcement Team.

**Cabinet approve to broaden scope of Worcestershire Children First**

The size and scope of the new company to deliver children's services in Worcestershire was approved by Worcestershire County Council's Cabinet at its meeting today.

Last November Cabinet noted proposals to broaden the scope of services and responsibility transferring to Worcestershire Children First and agreed to make a final decision in the Spring.

Worcestershire Children First is the new wholly-owned council company being developed in response to a statutory direction from the Department for Education to move children's social care to a different delivery model to help sustain improvement.

The refreshed Full Business Case approved by Cabinet included proposals to extend the responsibility of Worcestershire Children First to include education and early help services.

Councillor Andy Roberts, Cabinet Member with Responsibility for Children and Families, said: "Our priority is to improve the lives of all children and young people in Worcestershire. Worcestershire Children First will improve outcomes by addressing their needs holistically through early help and prevention, education provision and social care."



Councillor Marcus Hart, Cabinet Member with Responsibility for Education and Skills, said:  
"Worcestershire Children First will have the opportunity to carry out services differently and integrate more closely so that services are delivered as part of one seamless organisation. This will enable children, young people and families to feel valued, heard, and ensure staff are responsive to their needs across a variety of services within the system."

Worcestershire Children First is scheduled to go live on 1 October 2019.

### **New approach to Adult Social Care is helping people hold on to their independence**

Since its introduction, the number of new people who contact Adult Social Care who go on to receive a long-term package of care has reduced on average by 55%. Published Wednesday, 20th March 2019

New approaches to Adult Social Care at Worcestershire County Council

A new approach to delivering Adult Social Care gradually introduced by Worcestershire County Council over the last 2 years has ensured more people have been able to maintain their independence in their own homes.

This works through making best use of the different conversations between social workers and individuals to identify the interests and strengths of the individual and their community as a more proportionate and personalised way of meeting their needs, traditional support packages are still available but only offered when other options have been exhausted.

The new approach typically results in faster access to the worker who is likely to provide support, more direct contact of a higher quality, and quicker, simple solutions. The result has seen real improvements in the lives of people, with more able to stay in their own homes and fewer costly care packages.

Since its introduction, the number of new people who contact Adult Social Care who go on to receive a long-term package of care has reduced on average by 55%.

**Councillor Adrian Hardman, Cabinet Member with Responsibility for Adult Social Care, said:** "I can't imagine anybody really wants to go into residential care. This approach looks at peoples' current lives and what's important to them, with a view to helping them stay independent for longer.

This is clearly the preferred option for them as well as us. By taking this approach and getting involved earlier we can see what can be done to stop situations getting worse and becoming crisis points. This has meant that with a bit of support people can continue to live their lives as have done, which is surely what we all aspire to do."

The new approach has been welcomed by professionals too. The previous way of working saw people being asked questions from a 26-page standard assessment form. The process would then involve matching a service to the person through a process of referrals, by which time situations could have escalated.

Removing unnecessary barriers and bureaucracy in favour of a more flexible and personalised approach has had other benefits as well including reduced waiting lists, improved services and better collaboration with local services.

While it is still relatively early days, the Council is looking at innovative ways we can improve things further. This includes a specially developed new smart phone app for social workers, which is helping local teams identify and make use of community groups and resources to support people to remain independent at home.

The next step is to encourage partners to use this approach. On that front the news is also positive with The Integrated Carer Support Hub, provided by Worcestershire Association of Carers starting to use this model.



## Worcestershire joins national call for new Rural Strategy

Worcestershire County Council has joined a national call from rural service providers and community organisations across the country for the Government to produce an urgent comprehensive strategy for It comes following a warning that people living in towns and villages 'simply cannot afford to wait any longer for politicians to take their concerns seriously and act on them'.

The national call is the result of concern that deep-seated challenges to the sustainability of rural communities and service delivery in rural areas have been inadequately addressed by Central Government and the situation has become urgent.

Significant numbers of people from rural areas are moving to urban-based areas and this continues to be a source of concern. Also a concern is the prevailing sense that the potential of rural areas is being squandered, despite projections that unlocking their digital potential could add at least £12billion of extra productivity each year to the UK economy.

Fuelling concern further is the fear that the UK's exit from the EU will serve to compound these existing challenges, and others, not least as in many respects the current model is heavily reliant on EU policies and funding streams.

Membership organisation Rural Services Network is leading the national call and is urging the Government to produce a new strategy for rural areas which ensures existing mainstream policies work for these towns and villages.

**Councillor Ken Pollock, Cabinet Member with Responsibility for Economy and Infrastructure, said:** "In Worcestershire, 26% of our population live in rural areas so that is why we need a comprehensive strategy as soon as possible.

"The importance of providing services that rural residents and business need is central to the objectives of this Council's Corporate Plan, Shaping Worcestershire's Future, including services that support some of the most vulnerable people in our county requiring adult and children's social care."

In acknowledgement of the numerous challenges faced by rural areas, the Rural Services Network has produced a report identifying several priority areas for a new Government Rural Strategy and the issues they must address. These include:

- **EU support & funding:** In 2020, sources of funding which support rural businesses and community development from EU initiatives will end. A new Rural Strategy must provide rural businesses with the support they need to create thriving local economies.
- **Broadband connectivity:** In England's rural areas 15 per cent of premises are unable to access broadband connections which the speed regulator, Ofcom, considers necessary for everyday online tasks. A new Rural Strategy must ensure all rural households and businesses have the option of reliable access to broadband and mobile networks.
- **Brain drain:** There is a significant outflow of people from rural areas to urban-based jobs. A new Rural Strategy must ensure opportunities for quality jobs, skills and training are available so young people can remain local.
- **Housing:** House prices are, on average, £44,000 higher in rural areas than urban areas. But the median average earnings for rural employment are £21,400, 10 per cent less than England's average which stands at £23,700.
- **Transport:** During 2016/17 alone, 202 bus services were withdrawn altogether in shire areas. People of all ages must have the means to travel to services, jobs and for social purposes.
- **Health:** Rural and urban areas receive similar funding (per resident) under the NHS allocations to CCGs, but this does not reflect the older rural demographic, which places extra demand on NHS services.

The full Rural Services Network report can be accessed at <https://rsnonline.org.uk/time-for-a-rural-strategy>

## Catshill Village Hall - March 2019

- Bookings are healthy and Bank balance is healthy.
- Expenditure is heavy
- The water leak cost around £2,000. The insurance covers loss of income only. Long term hirers have all returned and can be recompensed in some way.
- Future expenditure this year
- Taking out the tree stumps and generally clearing up the area twixt us and Dog Parlour
- Replacing fencing all around the site.
- Dog parlour to cover the cost of first seven(7) panels plus other costs.
- New outside kitchen door (existing is rotten) because it is an emergency exit and it opens inwards a special type of safety lock is necessary.
- ✍ A similar lock is to be fitted to the Parish Office Door
- ✍ Door in the ladies toilet block to be refitted - this week!
- Future expenditure
- Resurfacing of the Driveway - Autumn
- Refitting of the gates at the front of driveway.
- Redecorating of the Hall – August -- during holiday period to minimise loss of income.
- Applying for grants to cover some of these costs.
- The whole site is to be declared a NO SMOKING Zone. Due to failure of Patrons to observe the existing arrangements

Finally, at the last management meeting a vote was taken to remain an independent body in the short term but to have a continuing working relationship with the PC.



Minute No. 19/03-12.1 Excerpt from accounts day book to show payments and receipts for March 2019

Date	Payment Voucher no.	Receipt Voucher no.	Chq No	Details	Receipts	Payments (gross)	VAT Paid
01/03/2019	V189		online	Heron Press UK - Spring Newsmagazine 3100 copies		445.00	
	V190		d/d	Talk Talk - Office landline and broadband - Feb 2019		53.55	
	V191		d/d	02 - Office mobiles x 2		38.40	6.40
	V192		online	Lengthsman Services Feb 2019		200.00	
	V193		online	Lengthsman Services March 2019( to include tipping of hedge rubbish as per Clerk instruction)		225.00	
	V194		online	Rustic Stone - Commission of stones for each of the Parish Council Gardens		740.00	123.33
	V195-197		online/s/o	Salaries		1,172.28	
	V198		online	Litterpicker expenses Jan and Feb 2019		16.74	
	V199		online	HMRC - PAYE submission quarter 4		312.75	
				Cllr S Webb - Funding towards Lengthsman equipment/Catshill in Bloom (to be decided)	R16 R17	250.00	
				WCC - Lengthsman refund Dec 2018		206.88	
				sub-total		<u>65,131.78</u>	<u>3,272.83</u>
						<u>58,723.32</u>	

Bank Reconciliation and budget comparison as at 26/03/19				
Finances at start of year	56,699.08		Bank a/c as at 26/03/19	66,150.76
Add receipts	<u>65,131.78</u>		Pocket Account	£201.53
		121,830.86		
Less payments		<u>58,723.32</u>	Less unrepresented cheques	<u>3,244.75</u>
		<u>63,107.54</u>		<u>63,107.54</u>
				0.00
RECEIPTS	Budget 2018/19	actual to date		u/p cheques
Precept	46,266	46,266		V168 132.98
DCLG CTSG	-	-		V189 445.00
Interest	300			V192 200.00
Lengthsman*	2,104	2,221		V193 225.00
Donations/other/grants	500	11,104		V194 740.00
Newsletter advertising	270	180		V195 821.04
VAT refund	2,000	5,361		V196 194.24
Reserve Fund	9,500			V197 157.00
	<u>60,940.00</u>	<u>65,131.78</u>		V198 16.74
				V199 312.75
				<u>3,244.75</u>
PAYMENTS				
Staff Costs	21,000	16,255		
Administration inc office re	4,300	4,329		
CALC inc travel expenses to	1,100	1,096		
Audit	500	470		
Training	1,500	320		
Insurance	900	1,041		
Members expenses	400	400		
Elections	1,500	-		
Grants : NWWA, Scouts, Yo	2,000	3,106		
Events - Fun Day/R Sunday,	3,500	4,677		
Communications - newslett	1,540	1,957		
Gardens (includes water)	2,300	2,409		
War Memorial (includes ele	1,000	273		
Lengthsman	3,000	3,147	budget/precept (intended expenditure)	19,935.77
Environment eg maintenanc	3,600	2,728	Specific reserve (capital expenditure)	11,717.02
Neighbourhood Plan	1,000	5,297	Emergency Reserve (fixed capital - 75% of Precept)	34,699.50
Capital Projects *	11,700	7,882	Discretionary Reserve	-
Section 137	100	63		<u>66,352.29</u>
VAT paid		3,273	unrepresented cheques	<u>3,244.75</u>
			balance	<u>63,107.54</u>
Total	<u>60,940.00</u>	<u>58,723.32</u>		

\*Lengthsman, actual WCC refund amount allocated for year to 03/2019 is £2104.00  
S137 limit is £7.86 x total no. of electors 5,223 = £41052.78