



**Members of Catshill & North Marlbrook Parish Council  
are summoned to attend an ordinary meeting on  
Tuesday 6<sup>th</sup> February 2024 (rebooked) starting at  
19:00 in Catshill Village Hall**

Members of the public are welcome to attend for the duration of the meeting and may speak at item 3 to ask questions related to the agenda or to suggest items for future consideration.

*C M Blake*

Carol Blake

Clerk to the Council 17/01/2024

**AGENDA**

1. Chairman's welcome
2. To receive apologies from any member unable to attend
3. Open Forum : official business is suspended to receive representations / reports from:
  - 3.1 Members of the public
  - 3.2 Worcs County Councillor for the Woodvale Division
  - 3.3 Bromsgrove District Councillors for North Catshill, South Catshill and Marlbrook wards.
  - 3.4 Any other community representative.
4. Declarations of Interest  
Members are asked to -
  - a) Update their register entry on the Members' Register of Interests where necessary;
  - b) Declare any Disclosable Pecuniary Interests (DPI) in items on the agenda and their nature (a DPI relates to anything on the member's entry in the Members' Register of Interests);
  - c) Declare any Other Disclosable Interests (ODI) in items on the agenda and their nature.Councillors who have declared a DPI or an ODI must leave the room for the relevant item unless granted a dispensation on specific grounds to stay/speak/vote; the request for a dispensation must be put in writing to the Clerk in advance of the meeting.
5. To re-open the meeting Parish Councillors and the Chairman may only speak from this point forward.
6. Dispensations  
To consider any written requests for dispensation from any Member
7. Previous minutes and matters arising from previous meetings\_ To approve the minutes of the Parish Council meeting held on 30/11/2023.
8. Chairman's Report to include:
  - 8.1 Planning Enforcement training for Parish Councillors
  - 8.2 Events update

9.1 To receive the payments and receipts report to 18/01/2024 and related budget comparison see below. Note all bills for payment are as approved in the budget.

<b>Bank Reconciliation as at 18/01/2024</b>			
Opening Cash Book balance		<b>£102,483.02</b>	
Add receipts between 1 April - 18 Jan 2024	57,921.94		
Less payments between 1 April - 18 Jan 2024	-72,150.88		
<b>Cashbook balance at 18 Jan 2024</b>		<b>£88,254.08</b>	<b>A</b>
<b>Bank statements at 18 Jan 2024</b>			
Unity Trust Bank	91,701.92		
Soldo card	43.83		
Less unpresented items, as list below	3,491.67		
<b>Bank balances at 18 Jan 2024</b>		<b>£88,254.08</b>	<b>B</b>

- 9.2 Review Asset register (document sent 14/01/2024)
- 9.3 Review Risk Assessment policy (document sent 14/01/2024)
- 9.4 Review Financial Regulations policy (document sent 14/01/2024)
- 9.5 Review Internal Financial controls (document sent 14/01/2024)
- 9.6 To record HMRC vat refund received 23-24

10. Items for discussion:

- 10.1 Lighting at Oak Road - Cllr Laniosh
- 10.2 Pavement parking – Cllr Laniosh
- 10.3 Discuss/ review parish councillor roles/committee groups – Cllr Osman
- 10.4 Parish council notice boards and office – Cllr Osman
- 10.5 Co-option policy review
- 10.6 Grant discussion for YMCA
- 10.7 Update on racking for lock up.
- 10.8 Purchasing Wi-Fi shelter for skate park approx. £10k.
- 10.9 Update on COVID memorial garden quotes

11. **Committee and Representatives Reports**

To include any relevant feedback from working group leads:

- 11.1 **News Magazine** Cllr P Masters
- 11.2 **Junior Councillors** – Cllr Laniosh
- 11.3 **Footpath Working Group** – Cllr Laniosh

12. **Date and time of next meeting** Thursday 29th February 2024 @ 19:00 Catshill Village Hall

Excerpt from accounts spreadsheet for January 2024

<b>Jan-24</b>		<b>Description</b>	<b>Receipts</b>	<b>Payments Gross</b>	<b>Payments VAT</b>	<b>Payments Net</b>
Elan City UK	V165	Purchase of VAS and brackets		2747.99	458.00	2289.99
RBL Poppy Appeal	v166	Wreath for Remembrance Service		27.50		27.50
Bromsgrove Rovers AFC	V167	Donation for Christmas event		200.00		200.00
Dave Webb	V168	News Magazines 2023		150.00		150.00
Talk Talk	v169	Office phone and broadband - Dec 2023		49.95		49.95
O2	v170	office mobile		17.28	2.88	14.40
Water Plus	v171	Water Ivy Cottage Gardens		7.56		7.56
Grenke	v172	Grenke Leasing for Copier		76.97	12.83	64.14
VAT Refund HMRC	r12	VAT Refund HMRC	4,990.89			
Unity Trust Bank	v173	Bank charge, 3rd quarter		18.00	-	18.00
Cllr Laniosh	v174	Footpath working group expenses		85.00		85.00
Salaries	v175-176	LP salary Jan 2024		979.24		979.24
Mrs C Blake	V177	Working from Home Allowance		24.00		24.00
HMRC	V178	Month 7 & 8 PAYE & NI		1,617.15		1,617.15
Vintage Class Singers	V179	Christmas Event		150.00		150.00
Daren Lacey	v180	Items for Christmas Party event		57.98		57.98
Cllr Osman	V181	Presents for Christmas Party event		288.50		288.50
Soldo - Zoom		Monthly fee		15.59		15.59
Soldo Microsoft monthly fee	v182	Microsft monthly fee		7.99		7.99
Soldo Top Up		Top up on card		60	-	60.00
Chris Cooke	v183	Lengthsman Dec 23		289.80	48.30	241.50
			4,990.89	6,810.50	522.01	6,288.49
		<b>Total for year to 31/03/2024</b>	<b>57,921.94</b>	<b>72,150.88</b>	<b>4,522.90</b>	<b>67,627.98</b>

Councillors: B McEldowney (Chairman), M Amin,  
P Masters, S Osman, B Laniosh, J Parry, K Burgess, S Khafajizadeh