



**Members of Catshill & North Marlbrook Parish Council  
are summoned to attend the  
Parish Council Meeting at Catshill Village Hall on  
Thursday 31<sup>st</sup> March 2016 starting at 7.30pm**

**AGENDA**

1. Chairman's welcome
2. To receive apologies from any member unable to attend
3. Co-option ***Decisions Required***  
Following the resignation of Cllr S Webb from the Parish Council there are once again 2 vacancies for the Woodrow and Barley Meadow wards which the Parish Council is expected to fill by co-option. Members are requested to consider the co-option of Mr Patrick Callaway onto the Council. Application and supporting letter circulated by email and hard copy
4. Open Forum : official business is suspended in order to receive representations / reports from:
  - 4.1 Members of the public.
  - 4.2 Worcs County Councillor for the Woodvale Division; March report circulated.
  - 4.3 Bromsgrove District Councillors for North Catshill, South Catshill and Marlbrook wards.
  - 4.4 Any other community representative – To include an invitation to Mr Andrew Bate to present his report regarding the Land Registry enquiries in relation to the War Memorial
5. To re-open the meeting NB: Members of the Public are very welcome to stay for the whole meeting but unless the Chairman directs otherwise only Parish Councillors and the Executive Officer may speak from this point forward.
6. 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.
7. Dispensations To consider any written request for dispensation from a member.
8. Previous minutes To approve the minutes of the Parish Council meeting held 25/02/16
9. Members' Questions Where possible Members are asked to submit questions in advance of the meeting, particularly if a detailed response is expected.

10. Chairman's Report

11. Clerk's report on delegated actions, update and list of communications

11.1 **Parishioner Correspondence** – To inform Members of the correspondence received during the month. Excerpt from Parishioner Contact Log to be circulated.

11.2 **War Memorial Update** – Progress in relation to the Structural Survey of the Memorial

11.3 **Progress with employment of an Assistant Clerk** – The advert was placed in the CALC updates and on their website, with the Bromsgrove and Redditch Standards and on their websites, on the Village Hall Website and in the Parish Notice Boards with a closing date of 18<sup>th</sup> March 2016 and short listing held on 24<sup>th</sup> March 2016

11.4 **Response from local schools regarding the request for support for the suggested 20mph speed limit enforcement**

11.5 **Progress with arrangements for Annual Parish Meeting** – Agendas have been written and put in Notice Boards, Michael Dunphy (Strategic Planning Manager for Bromsgrove and Redditch) has confirmed attendance and the process has begun to contact community groups to attend and offer reports.

**Relevant correspondence available from the Clerk:** includes weekly CALC updates January '16; weekly updates from BDC Planning lists, WCC road works lists, Police & Crime Commissioner, Invitation to the Induction Service of Reverend Simon Gudger on Saturday 16<sup>th</sup> April 2016 at 2:30pm followed by Afternoon Tea at Chadsgrove School, Emails received since last meeting relating to – Worcestershire Voices E Bulletin, Neighbourhood Watch Alerts, Lickey Hill's Society Newsletter, Worcestershire Minerals and Waste Annual Monitoring Report 2014-2015, Invitation to the Civic Charity Dinner Dance, Election information for PC Barrie Sheldon, Worcestershire Minerals Local Plan Call for sites Response Document

**Items Carried Forward:** Letter to Catshill Methodist Church re: parking issues on Golden Cross Lane, Further investigations into the purchase of badges for the Council

12. Committee and Representatives Reports

*Background papers available*

12.1 **Environment and Highways Committee** meeting held 10/03/16 (Cllr O Sweeting); draft minutes circulated

12.2 **Planning Committee** meeting held 17/03/16 (Cllr B McEldowney); draft minutes to be circulated; to include information of progress made in the informal meeting for the Neighbourhood Plan

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

- Bromsgrove Area CALC meeting – 09/03/16 (Cllr O Sweeting)
- Catshill Village Hall management committee – (Cllr O Sweeting or Cllr J Bate)
- Newsletter (Cllr P Masters)
- Clerk's Conference Stratford Upon Avon – 26/02/16 (Clerk)
- Update regarding the ongoing situation of the garden in Barley Mow Lane - (Cllr M Ball)

To include consideration by the Council of any further agreed action if necessary

**Decision Required**

13. Finance

*Decisions Required*

13.1 to receive the payments and receipts report of the Responsible Finance Officer and to approve bills for payment (spreadsheet to be circulated);

13.2 to consider the request for a grant from the CAB following a request for their annual report. In previous years a £500 grant has been awarded. As per the Finance and Staffing Committee it was suggested that any grant be deferred until after the start of the next Financial year due to an overspend in the current grant budget. (document circulated)

- 13.3 To note re-investment of funds into the Co-operative Fixed Rate Savings Account
- 13.4 To note progress with Unity Trust Banking Forms
- 13.5 Update on Internal Account Scrutiny performed by Cllr S Boxall-Southall
- 13.6 To consider the re-enrolment to membership of CPRE with the agreement of an annual membership fee as necessary. Currently the Council pay £36.00 per year but there are varying options (document circulated)
- 13.7 To agree the payment of £525 for services provided by SMIS in the construction of the new Parish Council Web Site
- 14 To note correspondence regarding the North Bromsgrove Cemetery – Infrastructure Extension  
(documents circulated) To establish if Councillors wish to request any further information
- 15 To consider a request for support from a parishioner to relocate a footpath on their land  
Following the Council’s previous decision not to support the closure of this foot path, new documentation has been received to allow consideration of the relocation of the same footpath (parishioner correspondence circulated)
- 16 To agree, as per the report received from Mr Bate, the Registration of Land in the location of Catshill War Memorial by the Parish Council
- 17 To agree the purchase of 100 HM Queen Elizabeth II 90<sup>th</sup> Birthday Commemorative medals  
It is suggested that the Council finance the purchase of these medals in order to run a competition in conjunction with the schools in celebration of the 90<sup>th</sup> birthday of the Queen. The competition would allow children to create a picture/painting to mark the special birthday. The prizes in the form of the medals, would be allocated for 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and ‘excellent effort’ within each school/age band. The winners will also have their creation displayed in the village hall.
- 18 As per the Environment and Highways Committee, to identify a lead Councillor or Councillors to commence the Emergency Plan on behalf of the Council
- 19 To identify, and vote for, a Vice Chair for each of the Finance and Staffing, Environment and Highways and Planning Committees
- 20 Items for the next meeting.
- 21 Date and time of next meetings:
- Planning Committee – 14/04/16
  - Annual Parish Meeting – 21/04/16
  - Full Parish Council – 28/04/16
- \* All at 7:30pm

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Rebekah Powell  
Clerk to the Council 19/03/16

Councillors: O Sweeting (Chairman), G Blackmoor (vice-Chairman), P Baker, M Ball, J Bate,  
S Boxall-Southall, T Gillespie, M Knight, B McEldowney, P Masters, M Shepherd