

CATSHILL AND NORTH MARLBROOK PARISH COUNCIL

Minutes of Council Meeting held at the Village Hall on 31st January 2008 at 7.30 p.m.

Present: Cllrs G. Witcomb(Chair), P. Baker, Mrs G. E. Blackmoor, J. Bromhead, Ms. J. Brown, D. Carter, P. Masters, A. Pugh, M. Knight, M. Shephard, M. Tingle.

113/07 Don Prust started by informing the Parish Council of the following matters:-

- a. The sustrans sign situation has been remedied.
- b. He requested an update on the wall at 288 Stourbridge Road.
- c. He also stated that the North West Ward Association were going to request £1600 towards maintenance of the Meadow.

114/07 District Council Update

- a. Cllr Mrs. H. Jones the District councillor attended the meeting. She could not update the Parish Council on news from the District due to lack of attendance arising from a death in the family.
- b. Cllr R. Smith sent his apologies. His update is attached. It was not available for the meeting.
- c. Cllrs G. Lord and A. Blagg could not attend.

115/07 Apologies

- a. Apologies were received from Cllr. Mrs A. Glendenning whose reasons for absence shown in the attendance book, were approved.

116/07 Declarations of Interest

- a. These were noted in the attendance book.

117/07 Minutes of the Council Meeting held on 29th November 2007

- a. The minutes of the meeting on 29th November 2007 were accepted as a true record with the following corrections and were signed by the Chairman.
- b. Cllr Smiths report was not available at the meeting and his report should be deleted.
- c. £3000 budget for refurbishing the office space was agreed.
- d. The item on Robin Goundry contained several spelling and grammatical mistakes.

118/07 Chairman's Report

- a. Cllr Shephard and Don Prust helped in cutting the hedge for the remembrance service.
- b. The clerk will write to the Working Men's club to thank them for using their facilities.

119/07 Finance

- a. The Responsible Finance Officer's report was agreed. The following payments and reimbursements were agreed:

Payee	Net	VAT	Gross
Worcestershire CALC Good Councillors Guides	7.78	0.22	8.00
Staples Photocopying	20.93	3.66	24.59
Bromsgrove Printing	147.15		147.15
Trevor Farrell Planting Oak Tree in remembrance	80.00		80.00
Trevor Farrell Winter Planting at Ivy Gardens	350.00		350.00
Staples Print cartridges	60.84	10.64	71.48
Staples Paper and Laptop Case	30.84	5.40	36.24
Catshill Village Hall Room Hire	250.00		250.00
Christmas Light Competition First Prize	25.00		25.00
Christmas Light Competition Second Prize	15.00		15.00
Christmas Light Competition Third Prize	10.00		10.00
Clerks salary December 2007	313.38		
Litter Picker salary December 2007	127.20		
Clerks salary January 2008	313.38		
Litter Picker salary January 2008	127.20		
Orange Phone December 2007	22.16	3.00	25.16
Orange Phone January 2008	21.34	2.86	24.20
Severn Trent Water	10.15	1.78	11.93

- b. Cllr Bromhead requested that the Brachiotherapy treatment centre at Gloucester be considered at the next finance meeting whilst discussing donations. Although not a local charity it is the nearest centre for testicular cancer treatment. Testicular cancer now having more incidences than breast cancer.

- 120/07 Youth Initiative
- a. Cllr Pugh has been voted in as the chair of this group.
 - b. Cllr Masters has been voted in as Vice Chair.
 - c. The terms of reference were agreed.
 - d. Members of the youth group are to include Community Support Officers, Police, Youth Workers and leaders of different faiths represented in the parish
- 121/07 Environment & Highways Group
- a. The tenders for the new garden contract were reviewed. It was recommended and agreed that CB Mowers should be given the contract.
 - b. The wall at 288 Stourbridge Road is being progressed by the property management company.
- 122/07 Planning Committee
- a. The minutes were accepted.
 - b. The report on the decisions of the District Council was noted.
- 123/07 Personnel committee.
- a. Draft policy documents have been created. There are two policy areas one to cover data protection, freedom of information act, and publications; the second to cover absence policy to include holidays, maternity and sickness leave.
- 124/07 Website
- a. There has been no meeting, however updates are in progress.
- 125/07 Parish Plans
- a. Cllr Ms J. Brown volunteered to create a Parish Plan document. This would be used as a basis for consultation with the public.
 - b. Cllr Baker is to call a Parish Plan Meeting to take this forward.
- 126/07 Parish Office
- a. The office tenancy agreement is currently with the solicitors.
- 127/07 Publicity Officer.
- a. Cllr Ms J. Brown has generated a calendar of events to be covered.
 - b. Cllr Ms. J. Brown also circulated a newsletter created for circulated.
- 128/07 Feedback
- a. The chair is to contact Pat Edwards lately of Worcestershire CALC to provide training for all the councillors.
 - b. Cllr Bromhead reported back from the Marlbrook Tip Monitoring Committee. There have been complaints of mud on the road; Cllr Bromhead stated that management of the brook is central to the village he re-stated that the brook should be dredged. Also following his resignation his representing C&NMPC will cease.
- 129/07 Correspondence Received.
- a. The list was noted.
 - b. Cllr Witcomb also stated that he had received a letter of resignation from Cllr. J. Bromhead. On behalf of the council he thanked Cllr Bromhead for all his hardwork.
 - c. Cllr Witcomb also pointed out that a letter of resignation has been received from the clerk.
- 130/07 Future agenda items
- a. The items noted in November will be placed on the February meeting.
 1. Training for new councillors
 2. Church yard state of repair.
- 131/07 Date and Venue of the next Council Meetings
- a. The next Council meeting will be held at the Village Hall, Catshill at 7:30 p.m. on: -Thursday 28th February 2008.

The meeting closed at 9.10 p.m.

Chairman :

Date: