



MINUTES OF THE PARISH COUNCIL MEETING

Held at: Catshill Village Hall

Date and Time: Thursday 29 January 2026 7.00 pm

1. Present

Cllrs B Laniosh (Chair), S Osman, K Falconer, K Burgess, P Masters, J Parry, T Gillespie

In attendance: C Wood, Cllr Webb, Cllr Dunkley, three members of the public

Invited: Cllr Bernard McEldowney, Cllr Helen Jones

2. Apologies for Absence

None received.

3. Declarations of Interest / Disclosable Pecuniary Interests

3.1 Dispensations

A dispensation was received from Cllr Laniosh.

3.2 Dispensations Approved

A dispensation was approved for Cllr Laniosh in relation to Item 7 (Parish Website) on the agenda.

Proposed: K Falconer

Seconded: P Masters

4. Public Participation

The meeting was adjourned for public questions.

A member of the public raised concerns regarding the use of dog waste bags, noting that approximately 200 bags had been used within a six-hour period. Members discussed the financial impact of continued provision versus withdrawal of the service.



5. Co-option of Councillors

Applications for co-option were reviewed and approved. Sally-Ann Cassim and Cllr Webb signed their Acceptance of Office forms, which were countersigned by the Chair. Both councillors joined the meeting.

6. Reports from Outside Bodies

6.1 Worcestershire County Councillor – Cllr Dunkley

Cllr Dunkley provided the following updates:

- New pole installation to accommodate a VAS sign near Catshill Workmen's Club, Meadow Road
- Meadow Road resurfacing required; potholes temporarily filled
- Golden Cross Lane potholes included on a schedule of works
- Parking concerns at the end of Woodrow Lane; local businesses advised
- Fence down at Willowbrook (private farmland to progress)
- National Highways fencing reported and acknowledged
- Highways liaison officer: Tony Dallison
- VAS data download arrangements (see Item 7.1)

6.2 Bromsgrove District Councillor – Catshill South (Cllr Webb)

Shelley Close Bike Track

- Official opening planned for spring
- Zip wire replacement due shortly
- Planting completed with local school
- Further landscaping scheduled
- CCTV installation expected shortly

District Council Play Strategy

- New play strategy developed in response to LGR
- Based on a 10-year review of district parks
- Emphasis on inclusive and accessible play
- Four strategic sites identified
- Works expected to commence within 12 months

Bin Rollout

- Green and grey bins issued
- Brown bin distribution underway



Community Garden & Catshill in Bloom

Items to be progressed through Working Groups.

7. Minutes of the Previous Meeting (27 November 2025)

The minutes were approved and signed by the Chair. There were no matters arising.

8. Actions

8.1 Ongoing Actions

8.1.1 VAS data download – purchase of a reconditioned laptop to be progressed by Cllrs Osman, Webb and Burgess.

8.1.2 Dog waste bags: - Existing dispensers to be labelled as ‘emergency use only’ - Supplementary dispensers to be created using repurposed bottles (Cllrs Webb and Falconer) / Newsletter item to be included (Cllr Masters) / School poster initiative (Cllr Parry)

8.1.3 Installation of a new VAS sign on Cobnall Road is still ongoing (Cllr Dunkley).

8.1.4 A suitable site for a new VAS on Willowbrook Road has been approved in the 30mph area. DONE

8.1.5 Cllr Masters has received a quote from a local tradesman to do the work at the Dock garden for £3,500 + VAT DONE / A further quote to be provided - To be added to February 2026 Agenda. (Clerk)

8.1.6 The Christmas lights have been tested. DONE

8.1.7 Planning for the Annual Parish Meeting - community groups will be invited, along with any voluntary group awarded a grant by the Parish Council in the last twelve months (Clerk).

8.1.8 PC to write a letter to the Bromsgrove District Council Place Team to thank them for their work on the installation of the Christmas lights (Clerk).

8.1.9 New refrigeration unit at the Royal Oak pub – Worcester Regulatory Service (WRS) have been out and are dealing with it (silencer recently fitted which was found to be faulty and will be replaced). DONE

8.1.10 Cllr Falconer provided councillors with a list of courses available via the Local County Association, CALC. Cllrs asked to be proactive, and the Chair encouraged everyone to attend training sessions, funded by the Parish Council. DONE



8.2 New Actions from January Meeting

- 8.2.1 Purchase of domain and web hosting; commence new website setup (BL)
 - 8.2.2 Replacement of defib pads and batteries (Baptist Church and Meadows)
 - 8.2.3 Appointment of Internal Auditor (year ending 31 March 2026)
 - 8.2.4 Flooding issues to be reported (Oak Road alleyway, Cottage Lane)
 - 8.2.5 Finance system report to be prepared (Cllr Osman)
 - 8.2.6 Fireworks to be included on insurance policy (2026/27)
 - 8.2.7 Application for MAKRO card
 - 8.2.8 Confirmation of TalkTalk contract cancellation
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9. Parish Council Website

The Chair updated members on the website transition plan. The existing website will remain live during development of the new site. Hosting and domain charges (cnmparish.gov.uk) will apply. **Approved by full Council.**

10. Working Groups

- 10.1 Working Groups to lead discussion outside meetings and bring recommendations for approval.
 - 10.2 Full Council online meeting scheduled for Thursday 5 February 2026 at 7.00 pm.
 - 10.3 Events Working Group – planning and budget setting underway.
 - 10.4 Working Groups confirmed as: - Events and Environment - Planning - Highways
 - 10.5 Update from Catshill Community Events Group (Cllr Gillespie): - Recent bereavement noted - Upcoming events and meeting dates - Items to be included in the Parish Newsletter
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11. Finance and General Purposes

- Bank reconciliations to 30 November and 31 December 2025 were received and noted (Appendix A)
 - Precept for 2026/27 approved at £56,830
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12. Chairman's Report

12.1 Thanks expressed to councillors, particularly Cllr Osman.

12.2 CALC meeting update and discussion on parish clustering.

13. Clerk's Report and Correspondence

Items 13.1–13.8 as discussed, including tree ownership, finance system quotation, fly-tipping, storm damage, defibrillator maintenance, auditor appointment, parking arrangements, and Unity Trust Bank fees.

14. Reports from Parish Councillors

Flooding reports, finance system review, footpath issues, insurance, and MAKRO card application noted.

15. Date of Next Meeting

Thursday 26 February 2026 at 7.00 pm

Catshill Village Hall

16. Confidential Session

Press and public excluded under the Public Bodies (Admission to Meetings) Act 1960.

16.1 Appointment of Parish Clerk/RFO

The draft Contract of Employment was approved. Contract to be issued following signature by the Chair.

Appendix A – Bank Reconciliations

(As presented)