



MINUTES OF THE PARISH COUNCIL MEETING

Held at: Catshill Village Hall

Date and Time: Thursday 26th February 2026 7.00 pm

Present

Cllrs B Laniosh (Chair), S Osman, K Falconer, P Masters, T Gillespie, S Webb, S Cassim

In attendance: J Mathews (Clerk), four members of the public

Invited: Cllr Bernard McEldowney, Cllr Helen Jones, Cllr Dunkley

1. Apologies for Absence

- 1.1 Apologies were received from Cllr Dunkley and Cllr McEldowney, Cllr Burgess who was unwell and Cllr Parry who had been called to an emergency as per her paramedic role.

2. Declarations of Interest / Disclosable Pecuniary Interests

- 2.1 Dispensations
None received

3. Public Participation

- 3.1 The meeting was adjourned for public questions.
- A representative from the Bromsgrove Festival asked the PC to consider holding a family party event on Sunday 19th July to celebrate the Festival finale with the World Cup final and to run parallel to a similar event being held in Aston Fields. The event would help to 'kick start the school holidays'. Should the Cllrs agree the event would be advertised in the Bromsgrove Festival programme provided the 31st March print deadline was met. Cllrs were broadly in agreement that an event would be supported, and would provide community activity in the gap between already agreed PC events.

The working group will further discuss this proposal at their next meeting and Cllr Webb will liaise directly with the MOP. **ACTION**

- Two MOPs enquired about an update to the speeding records on Stourbridge Road. The Chairman provided current information around the matter, including the PC's intention to purchase a refurbished laptop to download VAS information and assured the MOPs that Cllr Dunkley continued to raise the issue and had reported that a site for a new pole had been identified.
In addition the MOPs informed the PC that speeding motorbikes had been seen again. Cllrs asked that these were always reported to the police to continue building a case in order to trigger intervention from the authorities.
- A MOP queried the GDPR rules for any laptop used to download VAS vehicle information.

4. Co-option of Councillors

4.1 None

5. Reports from Outside Bodies

5.1 Worcestershire County Councillor – not present

5.2 Bromsgrove District Councillor – Catshill South (Cllr Webb)

Cllr Webb reported that she had attended the BDC budget meeting last night where the budget was passed. Details included capital allocation for £2m on parks and play areas in the district, and will include an upgrade to Sanders Park to provide inclusive and accessible play in line with the PIPA accreditation standard. Cllr community funds were increased from £2k to £5k and a £1.2m community grant fund was approved.

Cllr Osman asked that the PC collate available grant information that can be published on the new website to provide a useful community guide. **ACTION**

WCC council tax increase had been set at 8.98%. Cllr expressed their disappointment at the figure.

6. Minutes of the Previous Meeting (29th January 2026)

6.1 The minutes were approved and signed by the Chair.

6.2 The Chairman explained that there was no published finance information included on the agenda due to the current handover to the new clerk who was in her first week of the role.

7. Actions

7.1 Ongoing Actions

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

Update - Cllr Osman reported that he had researched refurbished laptops and intended to buy one from New Start in Bromsgrove for around £250-£300. **DONE**

7.2 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)

Update - Cllrs Falconer and Webb will be visiting Chadsgrove School who will be helping with the bottles, along with the local Scouts groups. A 60% reduction in costs can be achieved for the scheme. It was recognised that campaigning on the scheme must be maintained however. The Environment working group will decide on the label wording. **DONE**

7.3 Installation of a new VAS sign on Cobnall Road (Cllr Dunkley). **ONGOING**

7.4 A further quote to be provided for work on the Dock Garden (Cllr Masters)

Update – Cllr Masters has received two quotes, the second being a bit cheaper. A third quote is required and will be sought for Cllr Osman by the next PC meeting. **ACTION**

7.5 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). **ACTION**

7.6 Clerk 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). **DONE**

7.7 Purchase of domain and web hosting; commence new website setup (Cllr Laniosh).

Update – Cllr Laniosh told the PC that the next step would be to set up email addresses. He has created a parallel site to run alongside the old one whilst development continues. The new domain name is cnmparish.gov.uk **DONE**

7.8. Replacement of defib pads and batteries - Baptist Church and Meadows (Clerk)

Update – as a matter of urgency the clerk will pick this item up. **ACTION**

7.9 Appointment of Internal Auditor for year ending 31 March 2026 (Clerk)

Update – Ruth Mullet has been appointed. The clerk will liaise directly with her. **ACTION**



7.10 Flooding issues to be reported - Oak Road alleyway (Cllr Laniosh) **DONE**

7.11 Finance system report to be prepared (Cllr Osman)

Update – Cllr Osman had explored 5 online accounting software options including Edge IT, Rialtas and Scribe. An online demo day for Rialtus has been booked for the clerk to attend on 4th March. Costs for Edge IT appeared to be more expensive with a long contract, but the system was user friendly. Scribe was more suited for larger PCs. A decision would be made at the next PC meeting. **ACTION**

Cllr Falconer asked that cover, support, and data security were all considered before any decision was agreed.

7.12 Fireworks to be included on insurance policy 2026/27 (Clerk)

Update – Cllr Webb reported that the insurance was suitable for the event, and that once it was renewed in May new documents should be sent to her. **ACTION**

7.13 Application for MAKRO card (Clerk)

Update – A suitable address for the card was discussed. Cllrs asked that the possibility of a PO Box address was explored to be the new PC business address. **ACTION**

7.14 Confirmation of TalkTalk contract cancellation (Clerk)

Update – the account has been closed (04.12.25) and a credit note for £42.31 Has been issued. **DONE**

8. Working Groups

8.1 Environment & Events

- The group's first meeting will be held next week. Cllr Webb has already met with the Scout leaders to discuss their role at the fireworks event.
- The Easter trail is done, with an agreed map.
- Both orchards need frames for their noticeboards. These would cost over £1k. Cllr were agreed that one should be ordered this month and another the following month to ensure the boards are protected as soon as possible. **AGREED**
- BDC will draw up the lease for the Community Garden project which will cost the PC £1 per annum. Each group has been allocated a large planter, with soil donated by a local business. Groups are free to plant and grow, and maintain whatever they wish.
- £3,253.61 has been transferred from village hall to the PC to use for the community garden.
- £3,432.67 was unspent from the Catshill community grant and is now with the PC. It is likely to be used for events over the year and will be monitored.
- There are some invoices to be paid



- Cllrs asked that the Lingfield Walk nature reserve project be picked up. **ACTION**
- The events budget has been discussed and this year set PC events will be the Easter trail, the Scarecrow Festival, the Fireworks, Remembrance Sunday, and the Christmas lights switch on. The total costs will be £13, 530 for all the events. This is below the full events budget of £16.5k to ensure a contingency and could allow for a further summer event with the Bromsgrove Festival as discussed for consideration earlier in the meeting. The PC will take the first £1k of any takings from the fireworks event with the remainder going to the Scouts to recognise their efforts.

8.2 Planning

- Cllr Gillespie reported that there was only one current application (Epsom Rd) that she would be visiting and responding to once she has spoken to all the group's members.

8.3 Finance, HR and General Purposes

- Cllr Osman had looked into picnic benches pricing for the orchards. Cllrs preferred the circular ones, a 6 and 8 seater version, and suggested they would be ideal for the orchards. The 8 -seater costs £255, the 6 -seater £180. A vote was unanimous and it was agreed that the benches would be purchased. **AGREED**
- Availability and costings would be researched for a new meeting venue for the PC, possibly to be held in one of the churches. **ACTION Clerk**
- The Budget for next year has been agreed.

8.4 Communications

- Cllr Masters is working on the new newsletter and thanked the Chairman for his work on the new website. The newsletter deadline for articles is end of March.
- Cllrs asked if there was wifi availability for the hall. **ACTION Clerk**
- Cllrs were encouraged to become familiar with the new shared areas on the google shared area.

8.5 Other Reports

- Cllr Falconer reported that the next CALC Training round would be in May. She asked that all Cllrs needed to attend sessions on the new unitary plans and will email details to get everyone booked on. **ACTION**

9. Chairman's Report

- 9.1 The Chairman had further approached local PCs to consider the Parish Clusters idea, with a mixed response. The matter will remain ongoing.
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10. Clerk's Report and Correspondence

- 10.1 A grant application had been received from Bluewave Community Transport for £500. This will be added to the next agenda. For future applications Cllr Osman suggested applicants should attend a meeting to make their case for funding and explain how the money will be used.
 - 10.2 Save the Date: Free Face-to Face Event Thursday 14th May 9.30am - 1.30pm from CALC. An exclusive event, 'Investing Locally: Strengthening Communities Together', at Worcestershire County Cricket Club for Town and Parish Councillors, Clerks and village hall committee members. The email will be forwarded to Cllrs. **ACTION**
 - 10.3 The one or two unitary councils consultation is now open. All Cllrs are encouraged to respond. <https://www.gov.uk/government/consultations/local-government-reorganisation-in-worcestershire/proposals-for-local-government-reorganisation-in-worcestershire>
 - 10.4 An IT policy must now be in place for a PC. A model version will be presented from CALC for approval. **ACTION**
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11. Reports from Parish Councillors

- 11.1 The CALC safeguarding policy requires PC's to have a designated Safeguarding Cllr. Cllr Osman and Cllr Webb offered and it was agreed that two Cllrs should be named. The email will be resent to all Cllrs for information. **ACTION**
 - 11.2 The North Bromsgrove footpath group are disappointed to learn that contractors will be brought in to continue the work previously done across three parishes by Cllrs.
 - 11.3 Cllrs agreed to continue to keep the light on the War Memorial illuminated year round, with the use of a timer.
 - 11.4 Cllr Cassim asked if she required a DBS to visit schools. A discussion ensued on the matter and the Chairman will ask CALC for guidance. **ACTION**
 - 11.5 The orchard clean up date has been moved to 9.30am on Saturday 7th March.
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12. Date of Next Meeting

- 12.1 Thursday 26th March 2026 at 7.00 pm at Catshill Village Hall

The meeting finished at 9pm