

# The Parish Council of Dickens Heath

## Minutes of the Meeting of the Council held On Tuesday 12<sup>th</sup> January 2010 at 730pm, Dickens Heath School

### **Present:**

**Dickens Heath Parish Councillors;** Vaseem Arfan, Richard Holt (Chairman), Philip Kendall and Alyson Thompson.

2 members of the public

Acting Clerk: Mrs. Marie Zizzi

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### **129. Apologies for Absence.**

129.1 Cllr Charles Robinson.

### **130. To approve, if thought fit, the reasons if any given for absence from the meeting.**

130.1 Approved no objections.

### **131. Declarations of Interest.**

131.1 None.

### **132. Public Participation (15 minutes).**

132.1 The 2 members of the public that attended complained about the lack of snow clearing and gritting of the roads in the local area; Buckridge Road, Marshfield Road and Brixfield Road were mentioned. They said the roads were very dangerous and informed the Cllrs. about accidents they had been involved with, as a result of this. They felt that this was a high Council Tax band rated area and commented that they hardly ever saw any road cleaning in the area.

132.2 The Chairman explained that the Parish Council were not responsible for this.

#### **Action Item: Clerk to contact SMBC and inform them about the concerns raised by the residents.**

132.3 The residents present also commented that the bus service in the area was poor. There were some more comments about the bus services and how often they ran.

132.4 One of the residents enquired if it would be possible to arrange for English lessons in Dickens Heath library.

132.5 The Chair informed the residents that DHPC was hoping to develop more clubs/societies especially for elder people; he enquired if they would like to become involved, with organising activities and social occasions. An Asian food evening was suggested. The Chair said the PC would look into the demand for English lessons via the Village magazine.

132.6 The Chair thanked the residents for attending and invited them to stay for the rest of the meeting if they wanted to.

### **133. To receive a report from the Borough Councillors – if present.**

133.1 None present.

133.2 The Clerk informed the Cllrs. that Cllr. Burgess had responded to the agenda sent by email that he would try to attend the earlier part of the meeting.

### **134. To resolve to accept the Minutes of the previous meeting held on Tuesday 8<sup>th</sup> December 2009.**

134.1 It was proposed by Cllr. Kendall and seconded by Cllr. Thompson that these Minutes be accepted as a true and accurate record.

**135. To approve any payments to be made and authorise Acting Clerks December payment/timesheet. To receive a report on the finances of the council.**

135.1 Cllr. Thompson proposed and Cllr. Kendall seconded that the Clerks December timesheet be authorised.

135.2 Invoices 185 and 188 from Dickens Heath Management Company in relation to litter picking were approved for payment.

135.3 BT invoice for former HHPC telephone line was approved for payment.

135.4 It was noted that the Clerk now had £35.91 remaining from the £100 petty cash, it was resolved to sign a chq for £64.09 to bring this amount back to £100.

135.5 It was noted that there were no receipts for chq 100116; £90 made payable to Cllr. Alyson Thompson, it was stated that this had been used to purchase WHS vouchers and the Chairmen confirmed that he has presented these to Dickens Heath Community Primary School as prizes for designing a logo for the Parish Council competition.

135.6 It was noted that there was no receipt for chq 100118; £85 to G. Gilbert. It was stated that this had been used to purchase a Christmas tree for Dickens Heath village on behalf of the Parish Council.

135.7 It was noted that there were various prices and options available in relation to advertising for a Clerk in the newspaper, it was agreed to select option 2 at £432.20 + VAT.

135.7 The members accepted the report on the finances of the council that indicated the bank balance to 27/12/09. They noted the forecast produced by the book keeper and felt this was the worst case scenario.

**136. To discuss requirements for 2010/11 Budget for DHPC and resolve 2010/11 precept demand from SMBC, to delegate authority to the Acting Clerk to submit precept demand to SMBC.**

136.1 It was noted that the Working Party had met prior to this meeting and the budget and precept for 2010/11 had been discussed in detail.

136.2 It was stated that 2009/10 had been a transitional year and that if DHPC wanted to be a meaningful Parish Council it needed a meaningful budget.

136.3 Cllr. Holt read the following *"if, when considering any budgetary item or the precept, any member is in arrears of more than two months for Council Tax Payments they must declare; Section 106 of the Local Government Finance Act 1992 applies and not vote. Failure to observe this can lead to prosecution and on conviction in the Courts to a fine. The Chairman at budget and precept times should remind members of this obligation"*.

136.4 Further to this, Cllr. Arfan proposed and Cllr. Kendall seconded that the precept demand to be made to Solihull MBC for 2010/11 for Dickens Heath Parish Council is £80,000.

136.5 It was resolved all in favour that the Acting Clerk be delegated the authority to arrange the precept demand.

136.6 There were some comments about the proposed plans for the Village Hall that had been discussed by the Working Party.

136.7 It was suggested that the PC rent office space until the proposed development was completed.

136.8 It was suggested that this could cost £40 per sq metre totalling about £4500 per annum. There were comments about what this would include. It was stated, serviced accommodation for the Clerk with the necessary IT, telephone line, printer, photocopier etc. There were comments about this needing to be value for money.

**Action Item: Cllr. Kendall was asked to make further enquires.**

136.9 It was resolved that the Clerk should contact SMBC (Mike Swallow), in relation to the possibility of the current Village Hall lease being surrendered and a new lease being formulated with the PC. It was stated that the landlords'

permission would be required for any alterations to the building. It was stated that the architect should be invited to the next PC meeting.

**137. To consider planning applications.**

137.1 The Clerk informed the Cllrs. about planning application 2010/0005; Woodlands House 75 Birchy Close on Solihull MBC list week ending 8<sup>th</sup> January 2010. There were no comments.

**Action Item: Clerk asked to look at the plans for application 2009/1981 to ascertain whether planning permission had already been granted for this.**

137.2 There were no comments or observations in relation to any other planning applications.

**138. To receive any report(s) from Councillors that have attended any outside groups (i.e. SAC/Police Forum etc); Dickens Heath Working Party; Meeting of the 4 Chairmen. Cllr. Kendall further to his meeting with Ian Williams/Matt Gardner**

138.1 Cllr. Kendall updated the members on his meetings and informed them that Matt Gardner (SMBC), had now confirmed that he would provide £1000 from his budget towards the notice board. Cllr. Kendall also went through the future SMBC plans and improvements for the area, which he had been updated about.

**139. Discuss and resolve issues in relation to the appointment of a permanent Clerk.**

139.1 It was stated that the advert should be amended to include Cllr. Arfan's mobile number and email address, as well as the Acting Clerks email address, the closing date should be extended until 14<sup>th</sup> February 2010 and that the library address should be included for applicants to return their forms.

139.2 It was stated that the advert should be in the Dickens Heath directory.

**140. Discuss and resolve matters in relation to DH Notice board**

140.1 There was a lengthy discussion and many comments about this.

140.2 This led to comments about the necessity of having a DHPC logo. There were comments about the importance of the PC having an identity. Applying for a Crest/Coat of Arms was suggested. It was also stated that a crest/shield maybe old fashioned, it was agreed that the PC needed a contemporary/modern stylish logo.

**Action items: Clerk to look into Coat of Arms/Shield type logo. Cllr. Arfan to contact local design agencies.**

140.3 It was agreed that the notice board would be a 3 sided 'Chatsworth' style in dark green and that this should be located outside Morton's.

**Action Item: Cllr. Kendall to ascertain whether the supplier would undertake applying for Planning Permission.**

**141. To nominate representative for submission to WALC in relation to Queens Garden Party, in due course.**

141.1 It was agreed all in favour that Cllr. Richard Holt would be nominated.

**142. To discuss and resolve any action(s) in relation items of correspondence.**

142.1 Noted Solihull Partnership Assembly invitation 20<sup>th</sup> January. The Chairman said that he would try to attend this.

142.2 Woodbourne Sports Club; it was noted that a representative had attended the previous meeting. It was felt that a formal application needed to be made. It was proposed that this group should be approached about the possibility of providing a bus service to DH to collect and return youngsters 2-3 times a week to enable them to use the club.

142.3 Solihull Area Committee meeting Tuesday 19<sup>th</sup> January 2010; Cllr. Arfan to try to attend.

142.4 DHPC representative to attend SMBC Standards Committee meeting on Tuesday 26<sup>th</sup> January 2010; Cllr. Thompson to attend.

142.5 Invitation for Chair to attend chairing meeting workshop Thursday 28<sup>th</sup> January 2010; not available.

142.6 Mayor invited to Chair to attend Holocaust Memorial service on Wednesday 27<sup>th</sup> January 2010; Cllr. Holt to attend.

142.7 Offer from Philip Lloyds-Williams, SMBC Monitoring Officer to attend PC meeting.

**Action Item: Clerk to notify his secretary about DHPC meeting dates.**

142.8 WALC training events and other items of correspondence noted.

**Action item: Resolved that the Clerk write to the Management Company responsible for the buildings that had discolouring, about the detrimental impact on the area.**

**143. Review issues with on going Activity Plan updated 6<sup>th</sup> January 2010.**

143. Noted.

**144. Items for next agenda.**

144.1 DHPC website.

144.2 Invite SMBC Youth Services.

144.3 To discuss ideas for Christmas Party, activities for the youths – school holidays (pantomime in VH with DHPC making a contribution), plans for 2010/11; including planning and key issues.

**145. To resolve that due to the special nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.**

145.1 There were no members of the public present.

**Meeting ended 950pm**

**Next Meeting: Tuesday 9<sup>th</sup> February 2010: 730pm Dickens Heath School**