

The Parish Council of Dickens Heath

Minutes of the Meeting of the Council held on Tuesday 13th October 2009 at 730pm, Dickens Heath School

Present:

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

0 members of public Locum/Temporary Clerk: Mrs. Marie Zizzi (MZ)

68. Apologies for Absence.

68.1 It was noted that the District Councillors had sent their apologies.

69. To approve, if thought fit, the reasons if any given for absence from the meeting.

69.1 Not applicable.

70. Declarations of Interest.

70.1 The following declarations were made when item 79 was discussed;

70.2 Cllr Robinson declared an interest as a Governor at the school.

70.3 Cllr Arfan declared an interest as a parent of a child at the school.

70.4 Cllr Kendall declared an interest as a grand parent of a child at the school.

71. Public Participation (15 minutes).

71.1 Not applicable.

72. To resolve to accept the Minutes of the previous meeting held on Tuesday 8th September 2009.

72.1 Cllr. Robinson proposed and Cllr. Kendall seconded that these Minutes be accepted as a true and accurate record.

73. To receive a report on the finances of the council and approve any payments to be made.

73.1 The format for recording the finances was discussed, it was agreed that there needed to be some work carried out on this.

73.2 The following payments were approved;

£250 (as previously agreed for Salter Street Scout Group; Section 137)

£42.89 (book keeping services).

Both from DHPC account funding.

£632.50 + VAT for Clement Keys

£7954 + VAT for Wolverhampton City Council (Pension liability).

Both from DHPC sub account for former HHPC.

It was proposed by Cllr. Thompson and seconded by Cllr. Robinson, that these payments be made.

73.3 There were some comments about the PCSO and VAT. There were some comments about the former Hockley Heath Parish Council paperwork and accounts. It was stated that these should be accessible. It was stated that maybe previous payments to the PCSO should be looked into and that if necessary the Clerk should write to HM Revenue & Customs regarding the last 3 years.

Action Item: Clerk to make enquiries in relation to the pension liability; how it had been calculated and why there was a liability, a summary sheet and explanation were requested.

Action Item: Clerk to make enquires in relation to outstanding costs for Sydney Mitchell solicitors.

74. To discuss requirements in relation to book keeping services.

74.1 The Clerk explained that the book keeper that had worked for the former HHPC had been retained by the Transitional Council, to assist particularly with the HHPC year end. This was now complete.

74.2 The Clerk asked the Cllrs if they required the book keeper’s services.

74.3 The Clerk was asked to find out what the charges were and that depending on this, it was felt that DHPC may keep the book keeper in the short term, to assist in setting up the excel spread sheet to log finances and to assist in apportioning various costs.

75. To receive an update on former HHPC year end.

75.1 The Clerk informed the Cllrs that this was now complete for year end 2009.

75.2 There were some comments about payments made after the year end and having to complete another year end in 2010.

76. To consider planning applications

76.1 The list of planning applications was noted.

Action Item: It was agreed that Cllr Robinson would make some enquires, regarding green belt land and developments that had been made.

77. To receive any report(s) from Councillors that have attended any outside groups (i.e. SAC/Police Forum etc).

77.1 It was noted that Cllr Kendall had spoken to Ian Williams, Dickens Heath Management Company, in relation to undertaking a possible litter pick to keep the village tidy. It was stated that this needed to be discussed further and for a proposal to be put forward about this.

77.2 There were some comments about the traffic islands in relation to them being adopted and the possibility of them being planted out.

77.3 There were some comments about construction wagons and damage to roads.

77.4 It was noted that a quote had now been received from Verdant to undertake a litter pick in Dickens Heath.

Action Item: Cllr Arfan to meet with representative from Verdant to look at the areas for litter pick to be undertaken.

77.5 There were some comments about a Christmas tree and whether the Parish Council would contribute. It was stated that if there were to be two trees the one in the Main Street should be paid for by the local businesses. The other tree would be a community tree outside the Village Hall.

77.6 There were some comments about the possibility of supporting a farmers market and whether this should be undertaken by Parkridge or the parish council.

Action Item: Clerk to make enquires with WALC in relation to the parish council supporting events that could be considered commercial ventures.

77.7 It was stated that it would be good to hold various community events; such as harvest, Easter, May Day, May Pole festivals for the village. That something could be held quarterly, whole community events. It was felt that representatives from various operators and users groups could be invited to discuss this idea.

It was resolved that a letter should be sent to Ian Williams regarding a possible calendar of events for the Village and for representative of various users groups to discuss this.

78. To discuss and resolve issues in relation to the appointment of a permanent Clerk.

78.1 It was agreed that Cllr Robinson should draft something in relation to this and circulate it to the other members. Once this was approved an advert should go into the Solihull News; Dickens Heath directory, WALC newsletter and the library.

78.2 It was felt that there needed to be a point of contact for applicants and Cllr Holt agreed to this.

78.3 It was stated that the position could be for 12 hours per week.

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Signature.....

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78.4 There were some comments about the rate of pay and that there were standard guidelines.

78.5 There were comments about whether the parish council was legally obliged to provide a pension.

78.6 It was noted that in the Model Contract there were two options; to provide a pension scheme or to pay a gratuity.

Action Item: Clerk asked to make enquiries in relation to whether parish council has legal obligation to provide a pension scheme.

79. Progress report in relation to competition for local school, to design a logo for the parish council and finalise what the prize(s) will be

79.1 Cllr Robinson declared an interest as a Governor.

79.2 Cllr Arfan declared an interest as a parent of a child at the school.

79.3 Cllr Kendal declared an interest as a grand parent of a child at the school.

79.4 Cllr. Arfan gave an update as he had now spoken to the head teacher.

79.5 It was stated that the parish council could donate £200 directly to the school and up to £100 in prizes for the children's winning entries.

79.6 It had been suggested that the competition be open to Key Stage 2 pupils (Years 7-11) and that there would be a winning entry for each year.

79.7 It was agreed that the school would collect the entries by 6th November and pass them to the parish council.

79.8 It was suggested that the councillors could judge the entries at the parish council meeting on 10th November 2009.

79.9 It was stated that the parish councillors had been invited to attend various events; celebration of the school for 7 years at the site by having a special tree planting ceremony at 11am Wednesday 4th November 2009; A community lunch on Thursday 5th November at 1pm; a school special celebration morning on Friday 27th November school - which would be an idea opportunity for the Chairman to present the prizes for the winning entries. (All Cllrs to attend if possible).

79.10 It was stated that the parish council would not be committed to using the winning entry as the parish council logo.

80. To discuss and resolve the matter of a Parish Council Notice board

80.1 There were various comments about the location and type of notice board required.

80.2 It was eventually resolved that 2 free standing notice boards should be purchased and installed on the pavement outside the library, subject to permission being obtained by the library/SMBC, Parkridge (the freeholders/landlords of the building) and confirmation about who owns the pavement outside the library.

Action Item: Notice boards and necessary permission to be progressed.

81. To discuss and resolve any items of correspondence.

81.1 It was noted that DHPC had been invited to SMBC Remembrance Service by the Mayor. It was agreed that Cllr. Holt would attend.

Action Item: Wreath to be obtained from British Legion.

81.2 Solihull in Bloom to be progressed.

81.3 It was noted that Police Inspector Sarling had requested to attend the DHPC meeting in December and the Councillors were in agreement to this.

Action Item: Clerk to notify Inspector Sarling and this to be an agenda item.

82. Review on going Activity Plan updated 3rd October 2009. 82.1 Noted.

83. Items for next agenda. 83.1 None stated.

84. 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.

84.1 There were no members of the public or press present.

Meeting ended 945pm

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