

The Parish Council of Dickens Heath

Minutes of the Meeting of the Council held on Tuesday 14th July 2009 at 730pm, Dickens Heath School

Present:

Dickens Heath Parish Councillors; Vaseem Arfan, Philip Kendall, Charles Robinson and Alyson Thompson.

Locum/Temporary Clerk: Mrs. Marie Zizzi (MZ)

Bookkeeper: Mrs. Diane Malley

PCSO Wendy Shale PC Neil Marsh

24. To elect a Chairman for meeting

24.1 Councillor Arfan proposed Councillor Robinson, Councillor Thompson seconded.

Resolved.

25. Apologies for Absence: Councillor Richard Holt (Chairman)

25.1. Councillor Richard Holt.

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

26.1 Accepted – all in favour.

27. Declarations of Interest

27.1 None

28. Public Participation (15 minutes).

28.1 Councillor Arfan said they should not be dishearten at the lack of public presence, it was early days.

28.2 As the police were present this item was used to discuss local issues and concerns.

28.3 There were discussions about a couple of young boys in the local area. It was stated that one youth had an ABC (Acceptable Behaviour Contract) in place. PC Marsh spoke about addressing kids in the right way. He referred to local lads that had been dealt with and the logs about them currently being none existent. He spoke about there being a couple of new 12-13 year old lads, that there were concerns about.

28.4 There were comments in relation to Tesco, not tackling small theft issues.

28.5 Specific issues involving Tesco were mentioned; sweets and alcohol going missing, the possibility of self service tills being banned for under 18s, that PCs were not security guards and general escalation of incidents in the last couple of months. It was stated that a youth had been banned from Tesco on an afternoon, then allowed back in again later.

28.6 Boy racers, damage to cars and the recycling centre were mentioned. It was stated that gates were required at Tesco, but they did not want to spend the money. It was felt that bollards/gate control could make it possible to help identify who was going into the car park, as this was a meeting place for boy racers.

28.7 Issues in relation to the speed of cars and the police having been out with speed guns were noted.

28.8 Quad bikes were discussed; no helmet being required (due to these vehicles having 4 wheels), number of passengers permitted; 2 okay 3-5 illegal; full license being required and appropriate insurance. It was stated that incidents involving these bikes needed to be reported. There were more comments in relation to insurance and parents putting kids on their insurance.

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28.10 It was stated that the parish council were hoping to produce a newsletter; this could include input from the police, to encourage people to report and give information to the police.

28.11 PC Marsh spoke about the number of burglaries during the hot weather; he said conservatories and small windows were left open, during the night.

28.12 PC Marsh referred to a system; ANPR (Automatic Number Plate Recognition) CCTV, and number plate recognition, he said he would love this in the area. He explained that this system highlighted known vehicles on a screen, if they were in the area; he said it cost a lot of money. He said he had spoken to Partridge regarding clear CCTV, as this was also very useful.

28.13 Councillor Arfan asked the police when they came to Dickens Heath.

28.14 PCSO Shale said at key times or when there were problems, she explained that she was spread between all 4 villages, when she came on late she floated around all the areas, including Monkspath. She referred to problems with graffiti and at bus stops and in other areas at bus shelters.

28.15 There were comments about Morton's and kids hanging around late at night. It was stated that various fights had been logged.

28.16 It was felt that there was not a lot for youngsters to do in the area.

28.17 The Cheswick Green youth club was mentioned, it was stated this worked well, outsiders were involved and there was a tuck shop. It was stated that this built respect for the local residents.

28.18 Cheswick Green party in the park was mentioned, it was stated that this had been an excellent event. It was noted that unfortunately, due to the weather, the Dickens Heath picnic in the park had been cancelled.

28.19 PC Marsh reiterated that there was not much for youngsters to do in Dickens Heath or the other nearby areas, he referred to the holiday period approaching and about summer schemes in Monkspath and Shirley. He thought these areas could link into these, as there was an excellent schedule of events including kayaking and music schemes. He said this could be done via the Youth Services, it was about not being left out.

28.20 It was noted that an email had been received from Solihull MBC Youth Services.

28.21 PCSO Shale informed the parish council that she had won a Quality Achievers Award. It was noted that she was a Community funded PCSO.

29. To resolve to accept the Minutes of the previous meeting held on Tuesday 9th June 2009.

29.1 Councillor Arfan asked what the situation was in relation to the Clerks contract.

29.2 The Clerk explained that her contract was with Dickens Heath Parish Council as the successor council, that there needed to be some alterations and amendments agreed. That she had contacted Councillor Holt in relation to this; he had requested that the parts about continuity of service and annual leave be taken out. She said she understood in relation to continuity of service, but that in relation to annual leave, as she had been working for over 4 months, there should be some form of part time workers leave payment entitlement. She explained that the timesheets were not getting through to payroll in time and she had been paid for May in July and would now not get June payment until August, this needed to be sorted out along with the date the contract ran until. She said she had not had time to deal with this, that she would sort this out as soon as she could. It was noted that SMBC were paying the Clerk, then SMBC would invoice DHPC, these costs would need to be apportioned between the new parishes and the former HHPC (year end etc). It was noted that the Clerk was endeavouring to allocate time spend on each parish council.

29.3 Further to this Councillor Kendal proposed that the Minutes be accepted as a true and accurate record, Councillor Robinson seconded this and signed these.

30. To receive a report on the finances of the Council and approve payments to be made. To discuss transferring funds from current account into savings account. To discuss and produce a Budget for 2009/10. To resolve to purchase a copy of 'Governance and Accountability for Local Councils – A Practitioners' Guide 2008 (England)' (WALC will provide a hard copy, one per council on request, at a price of £10.50, photocopying and postage costs. Invoice sent with copy).

30.1 Dickens Heath Parish Council payments made since last meeting and payments to be approved (in bold)

<u>Date</u>	<u>Cheque No.</u>	<u>Gross</u>	<u>VAT</u>	<u>Payee</u>	<u>Details</u>
08/06/09	100103	£585.00		WALC	Membership
01/07/09	100104	£399.63	£52.13	Sanswich Fillas	Buffet at APM
14/07/09	100105	£200.97		Diane Malley	Booking keeping
14/07/09	100106	£130.00		Charles Robinson	April/May/June to be apportioned
					Paper, printing and distribution of leaflet
Income £18,000; Less total payments made to date including above					
£2,659.44					
<u>Balance £15,340.56</u>					

30.2 Dickens Heath sub account for former Hockley Heath Parish Council payments received

<u>Date</u>	<u>Gross</u>	<u>From</u>
	£25,851.68	Transferred from former HHPC accounts

Payments to be approved (in bold)

<u>Date</u>	<u>Cheque No.</u>	<u>Gross</u>	<u>VAT</u>	<u>Payee</u>	<u>Details</u>
14/07/09	100008	£5125.27	£668.51	Stansgate Planning	WM RSS
14/07/09	100009	£375.00		Pat Butt	Internal Audit
14/07/09	100010	£1854.95	£241.95	SMBC	Floral baskets
Income £25,851.68; Less total payments made to date including above					
£16,048.85					
<u>Balance £9,802.83</u>					

30.3 Dickens Heath sub account for Tidbury Green Village Hall

Payments received

<u>Date</u>	<u>Gross</u>	<u>VAT</u>	<u>From</u>	<u>Details</u>
	£844.12		February Hall	
	£1283.66		takings	
05/06/09	£786.44		March Hall	takings
Total	£2914.22		April Hall	takings

Dickens Heath sub account for Tidbury Green Village Hall

Payments to be agreed

<u>Date</u>	<u>Cheque No.</u>	<u>Gross</u>	<u>VAT</u>	<u>Payee</u>	<u>Details</u>
14/06/09	100008	£65.28		TGPC	Remainder of takings from 1 st April 2009 after costs.

30.4 Payments to be made and the Clerks report were agreed and accepted.

Proposed Councillor Kendall Seconded Councillor Thomson.

30.5 It was noted that the 2009/10 precept needed to be ratified before 1st October 2009. It was agreed that in relation to this, a Working Party would discuss and consider a budget.

30.6 It was agreed that transferring of funds would be left at this time and noted for the future.

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

- 31.1 Diane Malley went through the figures and explained the situation.
- 31.2 Diane Malley said the pension liability was based on what had already been paid.
- 31.3 Diane Malley said another outstanding item was the External Auditors fee, this had been based on last years figure, but it could be different.
- 31.4 Diane Malley spoke about the consultancy fees for the West Midlands Rural Spatial Strategy advice.
- 31.5 Diane Malley recommended that the sub account for the former HHPC was kept for the time being.
- 31.6 There were comments that the clerks payments from 19th March to 1st April should be taken from this account.
- 31.7 Diane Malley was thanked for attending and the work she had undertaken.

32.To discuss adopting a Freedom of Information Act publication scheme.

- 32.1 There were some comments in relation to this and possible alterations/amendments in the future.
- 32.2 It was proposed by Councillor Arfan and seconded by Councillor Robinson, that the draft Freedom of Information publication scheme be adopted and updated, as and when appropriate.

33. To consider planning applications.

- 33.1 The list of planning applications issued was looked at and discussed.
- 33.2 It was agreed that in relation to the planning application for Da Vinci's the clerk should convey the parish councils view, that if consent is given, this should be for a limited period of no more then 12 months to see how it goes.

Action Item: Clerk to convey DHPC views to SMBC Planning Department.

34. To discuss and resolve matters in relation to Members' Allowance.

- 34.1 It was stated that no members were doing this for the money.
- 34.2 It was discussed and agreed that it was appropriate for DH Councillors to receive the allowance, as specified for 4 Councillors and 1 Chairman.
- 34.3 It was requested that SMBC administer this payment.

Action Item: Clerk to request SMBC to administer Members Allowance.

35. To discuss litter collection in Dickens Heath.

- 35.1 It was felt that there was an increase of litter in the area. That perhaps a litter collection was required and the parish council could take more control.
- 35.2 It was felt that they needed to look into which roads, how regularly and to obtain a quote.
- 35.3 It was stated that the litter pick undertaken by Partridge was excellent.
- 35.4 It was noted that the Chairman was going to discuss various issues with Partridge including cutting back hedges, block paving by Dickens Heath and stains on buildings.
- 35.5 There were comments about having a proper entrance to the village and welcome signs.
- 35.6. Councillor Arfan proposed that a quote be obtained for a litter pick from the Cheswick Green Inn roundabout to Old Dickens Heath Road, Tythe lane to Tile House Lane and Rumbush Road and Dickens Heath Road, both sides once a month. Councillor Robinson seconded.

Action item: Clerk to arrange above.

36. Report on the Annual Parish Meeting.

- 36.1 Councillor Arfan gave a report about what had been discussed at the Annual Parish Meeting.
 - Centro bus service, lack of publicity; bus stop (not shelter)

- Future possible youth provision (*PC Marsh felt that what was currently in place had not worked as well here, as in other areas. PCSO Shale referred to the rural bus, she thought this would be more appropriate. The Fusion football initiative was discussed and various comments were made about this. It was stated that this was due to continue, but it depended on funding*).
- Ownership of roads and hedges, still being an on going issue.

37. To discuss issue with the Post Office.

37.1 It was stated that the Post Office was in Dickens Heath and not Shirley.

37.2 The process for having this changed was discussed; to obtain local support including from the MP, then the Royal Mail would carry out a survey.

37.3 Councillor Arfan proposed that he be authorised to progress this matter, to pursue a change of name for the local Post Office and that this matter be on the next agenda. Councillor Robinson seconded.

Action Item: Cllr. Arfan to progress as above.

38. To resolve how to deal with recruitment of Clerk/Proper Officer/RFO; agree timetable and process for appointment of Clerk.

38.1 It was agreed that a Working Party would deal with this.

Action Item: Working Party to deal with above.

39. To discuss and agree priorities for next year, including the production of a Parish Plan, setting out objectives and aims for the forthcoming year.

39.1 It was agreed that a Working Party would deal with this.

39.2 There were some comments in relation to Parish Plans, it was noted that the parish council could be involved but not lead this.

Action Item: Working Party to deal with above.

40. To resolve to advertise all future DHPC meeting dates in the DH directory.

40.1 It was agreed that an advert with meeting dates should be included and this would be free of charge.

40.2 It was felt that contact details for the Chairman and Vice Chairman should also be included.

41. To discuss and agree content of Parish Newsletter.

41.1 It was agreed that this should be deferred for the time being. It was stated that the parish council could consider producing a newsletter, once or twice a year.

41.2 Councillor Arfan proposed that the parish council seek to produce an introductory newsletter for October and that it should be kept simple.

41.3 It was stated that an update could be communicated via the Dickens Heath directory.

42. Items of correspondence.

42.1 The proposed zebra crossing was discussed and the members agreed that they wanted to support this.

Action Item: Clerk to notify Solihull MBC Places Directorate.

42.2 The email from Tracey Bryan, Solihull MBC Youth Services was noted. It was agreed that she should be invited to the September meeting.

42.3 It was queried how Dickens Heath youngsters would know about summer activities that had been mentioned earlier, were going on and how these were publicised.

Action Item: Clerk to invite Tracey Bryan, Solihull MBC Youth Services, to September meeting.

43. Items for next agenda.

43.1 Change of name of local Post Office.

43.2 All deferred items: Recruitment of Clerk, 2009/10 budget, Parish Plan and Newsletter.

43.3 Youth service provision.

43.4 Former HHPC.

43.5 Instigating a competition for local schools, to design a logo for the parish council with a prize of £250, for the school that had the winner or other ways of distributing cash prizes, to be discussed further.

43.6 Parish Council Notice board and Notice board on the side of the library.

44. 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.

45. To discuss Tidbury Green Village Hall

45.1 It was noted that the Chairmen of the 4 parish council were due to meet to discuss various matters, including this. If they arrived at any agreements, they would then come back and discuss these with their own parish council members, before any decisions were made.

Meeting ended 930pm

Next Meeting:

Tuesday 8th September 2009: 730pm Dickens Heath School