

The Parish Council of Dickens Heath

Minutes of the Meeting of the Council held on Tuesday 8th September 2009 at 730pm, Dickens Heath School

Present:

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

Borough Councillors: Brian Burgess and Len Cresswell
Paul Beech and Tracy Bryan SMBC Youth Services
3 members of public
Locum/Temporary Clerk: Mrs. Marie Zizzi (MZ)

46. Apologies for Absence.

46.1. Councillor Alyson Thompson.

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

47.1 Accepted – all in favour.

48. Declarations of Interest.

48.1 None. It was stated that any that arose, should be declared as and when.
48.2 During item 63 (items of correspondence), Cllr. Holt declared an interest in Salter Scout Group, as his son is a member.

49. To discuss Youth Services with Tracey Bryan & Paul Beech, SMBC.

49.1 Paul Beech said that his role was to deal with Youth Services mainly in South Solihull and that Tracey was a coordinator, part of her role covered DH.

49.2 Paul they had been involved with Youth Service provision in DH for over 4 years. He referred to an outreach mobile team, when the area was being developed, identifying the need for something regular to be provided for the younger people in the area, resulting in the Thursday night (one night a week) Youth Club in DH, that was currently still functioning.

49.3 Paul said the initial agreement was funded by former HHPC with SMBC employing Youth Workers for DH.

49.4 Paul said the Youth Club had started on 1st December 2005 and the agreement was until 30th December 2008. However, he had attended a HHPC meeting where it was agreed to fund the project for another 12 months and therefore this was due to end soon.

49.5 Paul said that initially funding had been agreed for 4 posts but only 2 Youth Workers were employed. He said that for a long period of time, there had only been 2-3 Youth Workers in DH supported by SMBC staff. He thought that the anticipated costs would therefore be significantly lower.

Action Item: Clerk to check costs budgeted against actual spend.

49.6 Paul said he wanted to talk about where they went with the Youth Club from here. He added that initially it had been very successful, there had been peaks and troughs; it had then dipped as older youths moved on. He said that over the last 12 months numbers had been relatively low. Although there were 20-25 members on the books, for a period of time, possibly 6 months, the average attendance was about 12 per night. He added that the age group had lowered. He said that they were and had been for sometime now, struggling to get older youngsters involved with the DH Youth Club.

49.7 Paul said the Youth Club in Dickens Heath was meeting the needs of some of the youths in the area, over the last 12 months they had done a lot to promote the club in the area and had a bit of success, but it had not really lasted.

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- 49.8 Paul said that Tracy and the team had been out with a mobile vehicle to make contact and find out what the youngsters wanted.
- 49.9 Paul issued a handout with various proposals (copy attached to filed set of Minutes), that he went through.
- 49.10 Paul felt the existing Youth Club had perhaps run its course and it was time to begin to exit from the Thursday night Youth Club. He suggested it could reopen again next Thursday and operate until school half term. He said he would like to continue using the 2 Youth Workers in the area to carry out 'outreach' consultation.
- 49.11 Paul said this would tie in with what was already happening in DH and that he would like this to continue from September onwards. He said they would work in the Cheswick Green, Dickens Heath and Tidbury Green areas. He said they would like to do one night in Dickens Heath.
- 49.12 Paul referred to the existing parish council funding, he said it was until 30th November 2009, he referred to a rolling contract and having to issue a note to the existing employees, he mentioned redeploying staff into Youth Services.
- 49.13 Paul said he hoped the outreach work during September to the end of November would be successful. Then from 1st December to the end of March 2010 he would like to continue with the outreach work, with the 2 workers and estimated the cost at £750.
- 49.14 Paul said he would use existing staff, with the money being for them to use, not for the parish council to employing them as staff.
- 49.15 Paul said a significant amount of work had already taken place and referred to a project to develop a café in the area. He said he hoped that Youth Services would be able to provide support and advice in relation to this idea, but funding for it was unlikely currently, but who knows for the future. He said in terms of the parish council if it was wishing to support Youth provision in the Dickens Heath area, how this would be done.
- 49.16 There were some comments and a short discussion about what had been said and about whether the same thing was happening at other Youth Clubs.
- 49.17 A mobile service using a large transit van (bus) was mentioned, that provided a café area, TV and Wii, which was used to engage with younger people.
- 49.18 There were comments about various age groups, other projects in other areas, developing appropriate provisions for younger people, the types of space available and ownership. Having a Scout group in DH was suggested.
- 49.19 It was stated that the time slot at the Village Hall, for the Youth Club could be used for something else. It was stated that they did not intend to just drop the existing Youth Club members, they would be involved in future proposals and there would be an exit strategy which could include provision for them, as well as what else was available for the School Year 8-9 age group. It was stated that the mobile unit would not turn them away.
- 49.20 Cllr. Cresswell spoke about being involved with Solihull Youth Advisory Committee and Monkspath Youth Club. He said he had visited DH Youth Club on a few occasions and never seen more than 8 people in attendance. He said that Paul's mandate was 13 year olds and above. He referred to a consultation for a new play area. He referred to DH Working Party; Monkspath and Cheswick Green Youth Clubs; the Fusion football project and funding. He spoke about the Solihull Observatory document in draft form and each ward being identified, including DH.
- 49.21 There were comments about the number of local youngsters (13-14 year olds) hanging around.
- 49.22 Local resident Helen Shute said that over the last few months there had been discussions by a local group of people, about developing a Parkridge Unit, in the village centre. So that it could be used as a café during the daytime and then used for the youngsters later. She referred to it needing to be a Community Centre. She said they were looking into Charitable Status/Social Enterprise. She said there could be a parish council office within the unit. She said within the unit there was a kitchen area and a toilet. She said there had been discussions with

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Parkridge in relation to noise concerns. She said the group envisaged possibly, something for moms and toddlers, WI and elderly people being encouraged to use the facility during the day, a place to meet and have a coffee. Then possibly 3 evenings per week for age 7-10 year olds and 1 evening for 11-13 year olds/13-18 year olds. She referred to have a soft play area that could be closed off, pull down screens, Wiis and engaging with the Youth Services to 'manage' the venue on different evenings. She referred to there being a daytime resource for the parish council and a place the parish council could hold meetings. The venue being used as a 'drop in'.

49.23 Helen went on to inform everyone that there had been a site visit to the unit, for sound proofing etc. She said they needed money. She said they wanted to consult with the residents and young people. She said there was only 1 unit available and they needed to act quickly.

49.24 It was stated that the unit could be leased from Parkridge. This could be a resource for the community and that plans needed to be developed.

49.25 It was stated that the group consisted of Helen, Cllr. Robinson, Cllr. Cresswell and someone from the church. It was felt that Paul may wish to get involved and that anyone that was interested could join them.

49.26 It was stated that the parish council could rent the unit or even get a mortgage.

49.27 Helen said they had undertaken a site survey and taken measurements. But they had no money, it was estimated that possibly £2500 was needed to make the unit fit for purpose. She said they needed to look at what could be physically accommodated, the options, they needed basic drawings to be produced.

49.28 There were comments that the parish council could make a donation for this work to be carried out or commission a report, but it was noted that if the latter, then the report would belong to the parish council.

49.29 Cllr. Robinson queried whether this could be done through SMBC Youth Services. Paul said it could be discussed.

49.30 Cllr. Holt said that the intention for the unit involved more than just Youth Services, but that youth could be at the heart of this. He felt that Youth Services, the Parish Council, young people, elderly people and the wider community should be involved.

49.31 It was resolved, all in favour that DHPC would fund up to £2,500 for a feasibility study report to progress this idea, subject to confirmation by Paul Beech, that it could be carried out via Youth Services, how this would be carried out and what the report would include.

49.32 Paul referred to the proposals he had outlined. He said the key issues were in relation to the staff and the funding for £750.

49.33 There were various comments made and it was stated that at the end of the process DHPC would like to see an outcome and not be left with nothing to show.

49.34 Cllr. Arfan proposed DHPC accept the recommendations / proposals and Cllr. Robinson seconded this.

Action Item: It was stated that Youth Services should attend another DHPC meeting in January / February for a review.

49.35 There were some comments about the budget/precept and having an indication from Youth Services of what was required funding wise.

49.36 Paul said in relation to the project for developing and progressing the unit/café in DH, they would look to support any new provisions and had talked about possible ways of doing this.

49.37 It was stated that there should be sufficient parish council input.

50. Public Participation (15 minutes).

50.1 There were no matters that the public wanted to discuss.

51. To discuss and resolve any action to be taken in relation to a complaint made regarding commercial vehicle being parked locally and causing noise nuisance to local neighbours at 530am every morning.

51.1 It was stated that there had been a complaint by a resident, from the Acquitude Redrow in Dickens Heath, in relation to a noise nuisance from a large commercial vehicle parked by a neighbour, waking people up with the noise each morning at 5.30.

51.2 This information had been forwarded to the PCSO Wendy Shale and the feedback had been that the matter was now sorted out.

51.3 It was stated that this could be a good news story in the Parish Council newsletter.

Action Item: Clerk asked to email the person concerned and check that the matter was resolved.

52. To resolve to accept the Minutes of the previous meeting held on Tuesday 14th July 2009.

52.1 Cllr. Robinson proposed that the Minutes be accepted as a true and accurate record, Cllr. Kendall seconded.

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

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

Date	Cheque No.	Gross	VAT	Payee	Details
23/07/09	100107	£182.36	£23.78	BT	For former HHPC telephone etc. to be apportioned
08/09/09	100108	£7,516.86	£980.46	WM Police	PCSO
08/09/09	100109	£10.50		WALC	Finance file

Bank statement to 27 July 09 balance £16,814.56
(Note chqs 100106 £130 and 100107 £182.36 not drawn)

53.2 Accounts Dickens Heath sub acc. For Former HHPC payment to be approved

Date	Cheque No.	Gross	VAT	Payee	Details
08/09/09	1000111	£5125.27	£668.51	Stansgate	Replacement chq for chq 100008 that has been rejected

Bank statement to 27 July 2009 balance £13,584.10
(Note chq 100008 paid out and then paid in as this was rejected by the bank, so payment still to be taken)
VAT refund of £6,879.45 made (BACS statement received)

53.3 Accounts Dickens Heath sub account for TGVH

Total takings £2914.22 less payments made £1486.44 Balance = £1427.78
(Note chq 100008 for £65.28 not drawn)

Bank statement to 27 July 2009 balance £1,493.06 (Note chq 100008 not drawn)

53.4 It was noted that due to DHPC having to pay the PCSO, then invoice the other 3 parish councils for a percentage, this could cause to cash flow issue.

53.5 It was stated that the Clerk should arrange to invoice the other parish councils prior to the next and future invoices being received, to prevent a cash flow problem.

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53.6 It was noted that the Clerk had been asked to issue the other parish councils their percentage, as per the Council Tax Base Rate, plus 15% VAT. However, the book keeper had concerns about whether DHPC were entitled to do this, as the parish council is not VAT registered.

Action Item: Clerk to check situation with VAT office and invoice other parish councils accordingly.

53.7 Subject to clarification about the VAT for invoicing the other parish councils, Cllr. Arfan proposed and Cllr. Robinson seconded the payments to be approved.

54. To resolve to ratify the 2009/10 precept set for and on behalf of Dickens Heath Parish Council.

54.1 Cllr. Robinson proposed and Cllr. Arfan seconded that DHPC accepted the precept as set for DHPC for 2009/10.

55. To resolve future of PCSO in relation to existing contract and for any future arrangement with DHPC.

55.1 It was stated that the agreement with the West Midlands Police, for the PCSO was with the former Hockley Heath Parish Council, it was until June 2010 and 6 months notice was required for this agreement to be terminated.

55.2 It was noted that this now became the responsibility of DHPC as the successor council.

55.3 Cllr. Arfan proposed that as the residual authority DHPC give WM police the required 6 months notice to terminate the existing agreement. Cllr. Robinson seconded.

55.4 It was stated that the new parish councils may wish to negotiate something for the future, either as a joint venture or individually.

Action Item: Clerk to arrange letter.

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

56.1 The Clerk informed the members that the external auditor had requested a copy of the notice in relation to the previous year audit. However, she had been unable to obtain a copy of this from the book keeper or the former Clerk.

56.2 It was noted that due to this the audit maybe be qualified.

57. To consider planning applications.

57.1 Lists issued were noted.

57.2 The members were concerned about the felling of the oak tree for planning application 2009/1241. The Clerk was asked to notify SMBC that they were opposed to this.

57.3 Note: However after the meeting, the Clerk looked at the application details and informed the members of the reasons for this.

57.4 As a result SMBC were notified that, 'as it appears that this tree is dangerous and cannot be saved then, regrettably, the PC has no objection. However, it should be noted that, as a rule, the PC opposes the removal of any established tree or trees unless they are diseased or dangerous'.

58. Update on situation regarding change of name of local Post Office.

58.1 Cllr. Arfan explained the situation, with post being identified as Shirley rather than Dickens Heath and that there was a process to have this changed.

58.2 Cllr. Burgess said it was very, very difficult; it had been tried in other areas. He explained that is was something to do with the sorting offices.

58.3 It was agreed to leave this matter for the time being.

59. To discuss all items deferred from previous meeting and resolve any issues in relation to: Recruitment of Clerk, 2009/10 budget, Parish Plan and Newsletter.

59.1 Cllr. Arfan proposed that the members establish a Working Party to agree the way forward in relation to the recruitment of a Clerk.

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All other members were in favour.

Action Item: Cllr. Arfan to co-ordinate this.

59.2 It was noted that Cllr. Arfan had produced a simple 2009/10 budget.

59.3 It was agreed that the Parish Plan would be deferred for the time being.

59.4 The members felt having a Newsletter was a great idea. Cllr. Kendall had produced a draft which he presented. It was stated the Cllrs. Arfan and Robinson would take this forward. It was felt that it should include photographs of the Councillors; however, it was thought that they may not be able to arrange for these until the next meeting.

59.5 It was felt that the parish council should issue 3-4 Newsletters a year.

60. To discuss and resolve the idea in relation to instigating a competition for local school, to design a logo for the parish council and what the prize(s) would be.

60.1 Cllr. Arfan stated that the idea of having a Coat of Arms had been considered and looked into, but it was too expensive to do this.

60.2 It was felt that the parish council could engage the school and have a competition to design a logo for the parish council.

60.3 It was agreed that there would be prizes for the top three.

Action Item: Cllr. Arfan agreed to draft something and Cllr. Robinson to progress idea with the school.

61. To discuss and resolve the matter of a Parish Council Notice board and the Notice board on the side of the library.

61.1 There was a lengthy discussion in relation to this.

61.2 It was stated that notice boards had been discussed by the Community Association.

61.3 It was felt that the parish council needed its own notice board.

61.4 Local resident John Turvey stated that 3 locations had been identified; on the village green, the wall by the library or on the other side of the road, for a free standing notice board.

61.5 There were comments in relation to who owned the library building SMBC or Parkridge.

61.6 Cllr. Holt proposed that DHPC would like a notice board located on the wall by the library and that permission be sought from the library/Parkridge in relation to this. Cllr. Robinson seconded.

61.7 There were comments about having 2 notice boards, one on each side of the library door. It was felt that if the parish council were given permission to locate a notice board at the library then they could also donate one for other use.

Action Item: Clerk to enquire in relation to permission as stated.

62. To agree in principle the Minutes of the Annual Parish Meeting held on 1st July 2009 (to be signed and formally adopted at 2010 APM).

62.1 Cllr. Arfan proposed and Cllr. Kendall seconded that these Minutes be accepted in principle.

63. To discuss and resolve any items of correspondence.

63.1 Cllr. Holt declared an interest in Salter Street Scout Club stating that his son was a member.

63.2 Cllr. Robinson proposed and Cllr. Kendall seconded that DHPC provide funding of £250, based on the number of scouts from DH and the amount requested. Payment to be made in accordance with the provision of Section 137 of the LGA 1972.

Action Item: Clerk to notify Salter Street Scouts and arrange for Chairman to attend to present cheque, to obtain a photograph to send to the Solihull Times.

- 63.3 The information from the meeting of the 4 Chairmen was noted.
- 63.4 Meeting dates were noted and Cllr. Holt provisionally agreed to attend the SMBC meeting with Parish and Town Chairmen on 22 September.
- 63.5 WALC AGM noted.

64. Review on going Activity Plan dated 27th July 2009.

64.1 Noted.

65. Items for next agenda.

65.1 None stated.

66. 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.

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

Meeting ended 1015pm

Next Meeting: Tuesday 13th October 2009: 730pm Dickens Heath School