

The Parish Council of Dickens Heath

Minutes of the Meeting of the Council held On Tuesday 9th February 2010 at 730pm, Dickens Heath School

Present:

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

Matt Gardner and Paul Beech SMBC
1 member of the public (John Turvery)
Acting Clerk: Marie Zizzi

148. Apologies for Absence.

148.1 None.

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

149.1 Not applicable.

150. Declarations of Interest.

150.1 Cllr. Robinson declared an interest in agenda item 7; *DHPC proposals in relation to plans to administer village hall for the benefit of the village;* As Chairman of the Trustees of the Village Hall. (Minute 154).

151. Public Participation (15 minutes).

151.1 Not applicable.

152. To receive an update from SMBC regarding Youth Services and/or Matt Gardner.

152.1 Paul Beech from SMBC Youth Services gave an overview, of what had been said at the meeting he had attended with Tracey Bryan, in September 2009. He also gave an apology on behalf of Tracey.

152.2 Paul said the team were now looking to review and plan a head.

152.3 Paul referred to the Fusion football on Monday evenings; he spoke about possibly linking into this, as a regular meeting point. He said a decision would be made in the next few weeks.

152.4 There were comments about the Youth Services team carrying out a more structured exercise and talking to a wider cross section of youngsters.

152.5 Paul referred to the previous meeting he had attended and the idea, at that time, about having a café type provision in DH, he said that they would have been happy to have been involved and have input, but he understood this was not going through now.

152.6 Paul pointed out that currently with the existing resources, they could look at outreach/detached work, but beyond that they were struggling with staff resources.

152.7 There were comments about the current methods being used providing limited success. There were comments about why engagement and making contact with young people was not working in DH; it was felt the recent bad weather could be a factor.

152.8 It was stated that some questionnaire type work had been carried out and that there was still money available to develop outreach work. It was stated that an event held at the library had not been very well attended. Paul spoke about an interest being shown in taking part in a football tournament in Kingshurst and a trip, he said that no one had then turned up. Paul reiterated that they were to

look at alternatives, he said they had worked in DH for a number of years now in different ways and they would like to continue, that was the intention.

152.9 There were comments about the recent DH Working Party meeting, when some members of the police had attended, it had been stated that the police wanted to engage with some of the youth in the area, they had talked to youngsters and every time the response was that they were bored, there was nothing to do. It was stated that it was time to stop talking and start providing, because youngsters were just hanging around. The café idea was mentioned again, it was stated that this was a great idea, but it had come to a halt. It was stated that something needed to be provided for the youngsters.

152.10 Paul said he would like to be in a position to respond without going over what he had already said. He referred to the Village Hall not seeming to be what the youngsters wanted. The café idea was mentioned again, again it was reiterated that this had been a good idea.

152.11 The Chairman spoke about the PC providing funding and about engaging older age groups. He referred to Government funding and getting a Youth Club that attracted people.

152.12 Paul said there was nothing to stop the PC using money and employing someone to do something. He referred to support resources and time in relation to goals and targets. He said there had been a good amount of success initially; he said the decision to stop the existing Youth Club arrangements was justified.

152.13 Paul said the national target focus was 13-19 year olds, however they did do work with under 12s.

152.14 There were comments about capturing the interest of the younger age group, they would already be involved then and move on with what was available, in a natural cycle.

152.15 It was felt there were quite a few children in DH under the age of 13, that there would be nothing provided for and these children would be in the same situation, which the older children were in now.

152.16 Paul referred to the PC looking to provide some provision, he said that initially when HHPC had looked at doing something, it was to be more hands off, but it became more hands on. He referred to having someone that worked as a Voluntary Service Co-ordinator that visited groups that could give some support, at a lower level of involvement. He said SMBC would be keen to support and get involved.

152.17 There were comments about tapping into the local police and the PCSO and about DH Working Party being disappointed that nothing was happening. A multi-activity area was referred to and that if this was to go ahead, there would be an area for the youngsters to congregate.

152.18 The Chairman commented that they should not give up.

152.19 Paul said they were not saying this was it and moving out. He referred to a meeting with local people and about getting involved, offering training could be considered, he said there were levels of support that could be provided.

152.20 It was pointed out that there would be a vacant time in the Village Hall now on a Thursday. The Brownies and Guides were mentioned, it was felt that maybe the Scouts could try and do something. It was stated that they were looking for volunteers, it was suggested that maybe the SMBC Volunteer Co-ordinator could visit and liaise with the Scouts.

152.21 Matt Gardener referred to Gary Farmer, Nature Reserve Officer from SMBC, wanting to attend a PC meeting it go through some plans. (March 2010).

152.22 Matt spoke about the litter concerns in the area and the Environmental Champions Co-ordinator; Trish Willets, wanting to meet with young people. He said the Environmental Champions project was working well, in various areas such as CG and TG, this was building on community projects and they wanted to bring this to DH.

152.23 There were comments about increased dog faeces in the area and Matt said more signs were to be installed.

152.24 It was stated that the Environmental Team would be looking at this matter; there were well known spots / residents. There would be people watching out for this. It was stated that dog bins could only be installed in open spaces areas and about these being owned by Parkridge. It was stated that installing more bins was not a problem however there were maintenance costs.

152.25 Damage to grass verges was discussed and Matt said a schedule of works was to be produced, that SMBC would like the support of DHPC and DHRA with this matter. He referred to educating people, so they understood they could not park in certain places. He said they would be bringing the Enforcement Team into the area and tickets would be issued. He referred to not being able to put rocks and stones there. He said they would start by writing letters at the end of February.

152.26 There were comments about whether the grass verges could be raised to prevent parking taking place. It was noted that this could be costly and it was stated that bollards would look terrible. It was stated that if people were informed they couldn't park on the verges, they would ask where they could park. There were comments about the planners allowing for one and a half parking spaces but people having 2 cars.

152.27 Matt said in relation to the issue of the grass verges they would be dealing with the whole of the area.

152.28 There were comments about planting trees to prevent parking, that these would look much nicer.

152.29 Cllr. Robinson informed Matt that the parking/traffic on Tythe Barn Road, was getting out of hand when there were football matches taking place. He felt that the matches could be staggered, they were too intense.

Action Item: Matt agreed to look into this.

152.30 There were comments about the roundabouts being planted. Matt said there was money available for the DH Working Party, he was hoping to have some information about this before the next meeting. He said they would have to be simple bedding plants presenting no hazard to vision.

Action Item: Matt to progress this matter and attend the next meeting. Resolved, all in favour; DHPC to write to Paul Cooper and Mike Swallow in relation to progressing the planting of the islands.

Note: At 810pm Matt and Paul left the meeting.

153. To receive a report from the Borough Councillors – if present.

133.1 None present.

133.2 The Clerk informed the Cllrs. that Cllr. Burgess and Cllr. McCarthy had responded to the agenda, sent by email that they would both be at the Borough Council meeting.

154. Discuss and resolve matters regarding DHPC proposals in relation to plans to administer the Village Hall for the benefit of the village, in response to request from Village Hall Management and Trustees and in relation to reply received from Mike Swallow, SMBC. Also, if present, invite architect to speak.

154.1 The architect was not available to attend.

154.2 Cllr. Robinson declared an interest, as Chairman of the Trustees of the Village Hall. He said the view of the Trustees, was they would welcome the PC suggestion to administer the Village Hall and they saw this as a great opportunity. He pointed out that the Trustees had very clear objectives in relation to the Village Hall and a formal proposal was required. He said the Village Hall was subject to charitable objectives, it was for the good of the community, not to be operated as a commercial venture, the PC needed to be committed to sign up to the existing objectives.

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154.3 The email from Mike Swallow SMBC was discussed.

154.4 **Resolved**, all in favour that DHPC contact the Village Hall Trustees and confirm that the PC would like to take over the Village Hall and to maintain it in accordance with the Trustees existing objectives.

Action Items

i) Cllr. Robinson to provide DHPC with information about the Village Hall Trustees existing objectives.

ii) DHPC to contact Mike Swallow, thank him for his advice and inform him that the PC was 1) in discussion with the Village Hall Trustees and anticipated an agreement shortly as well as 2) prepared to cover the legal costs involved.

154.5 There were comments about the plans for the Village Hall being purchased with the copyright and these being owned by the Trustees. There were comments about going out to tender for small works and the cost for the whole project being £75,000. There were comments about the project being managed by a QS.

154.6 It was stated that the PC could use the Borough Council to go out to tender and the names Alison Clarke and Neil Aldridge from SMBC Strategic Services were mentioned in relation to preparing a specification.

Action Item: Resolved, all in favour, DHPC to write to SMBC to introduce the ideas for the village hall and request help with putting the project together.

154.7 It was stated that SMBCs fees for this would probably be a percentage, for example 10% including the architect. It was felt there would be a capped amount. It was agreed this matter needed to be dealt with professionally.

155. To resolve to accept the Minutes of the previous meeting held on Tuesday 12th January 2010.

155.1 **Resolved**; proposed by Cllr. Kendall, seconded by Cllr. Arfan, Minutes accepted as a true and accurate record.

155.2 There were comments about the bus services further to the residents attending and complaining and what had been said at the Annual Parish Meeting when reps from Centro had attended.

155.3 There were comments about the residents enquiring about English lessons at the library.

Action Item: Both the issue of the buses and the English lessons to be followed up.

155.4 There were comments about the discussion at the January meeting regarding an identity for DHPC and the Coat of Arms suggestion. It was felt that the cost was too high, but that it would have a presence.

Action Item: The Chairman to contact the people concerned and explore the idea of a shield.

156. To approve any payments to be made and authorise Acting Clerks January payment/timesheets. To receive a report on the finances of the council.

156.1 **Resolved**; proposed by Cllr. Thompson, seconded by Cllr. Robinson; that the following payments be made and Acting Clerks January payment authorised.

Payee	Details	Amount
WM Police	PCSO costs Oct – Dec 2009	£6710.25 *
D. Malley	book keeping services	£ 56.25
Trinity Mirror Group	Advert for Clerk/RFO	£ 506.66

Action Item: Details regarding invoices received from SMBC to be investigated, checked and clarified.

* Noted, payment from CGPC/HHPC towards this received. TGPC payment outstanding.

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.

157. To resolve response to SMBC regarding 2010/11 precept.

157.1 **Resolved;** all in favour, letter drafted by Acting Clerk to be sent to SMBC.

157.2 There were comments about circulating the 2010/11 precept information to the residents via DHPC Newsletter and with the SMBC Council Tax bills.

158. To consider planning applications.

158.1 **Resolved;** all in favour to object to application 2009/2039: The Woodlands 237 Tythe Barn Lane; Change of use from woodland to land for storage of building materials and equipment including the creation of a new access, hard surface and positioning of metal storage container. As it was felt that this is creeping urbanisation and not only is it losing woodlands but it is also bringing commercial activities into a residential area and a rural environment. It was also felt that access is not suitable.

158.2 There were no comments or observation in relation to any further planning application up to and including week ending 5th Feb 2010.

Note: At 9pm Cllr. Robinson left the meeting.

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

159.1 Cllr. Holt said that he had attended SMBCs Holocaust Memorial Service; he said it had been very moving.

159.2 Cllr. Thompson had attended SMBC briefing with Standards Committee and she provided some feedback about this.

159.3 Cllr. Kendall had attended the Community Association meeting; he said there had been 3 residents and 3 Police Officers. He referred to Ian Williams and the idea about office space; he said no firm decision had been made yet. He spoke about DHPC using DH Management Companies Boardroom as an office; he said it was based in the main office area. He said there was also a room in the library, but people would be going in and out. He had no information regarding costs.

159.4 There were comments about the PC having permanent/temporary space. It was stated that the PC needed a presence and a base. There were comments about whether the Management Centre would provide a telephone/desk etc; how this would operate; would there be a lease and would DHPC pay nominal rent as this space was rarely used. It was felt the Management Company would be satisfied with some form of income. Separate office space on top of Morton's was mentioned, this had previously been agreed with the previous Parkridge Manager, who had now left. It was stated that a Serviced Office was not a sure possibility.

Action Item: Cllr. Kendall to pursue in due course and DHPC to actively pursue Serviced Office space, to notify DH Management Company Estate Manager for Parkridge that the PC is interested in Serviced Office space and request any information.

160. Discuss and resolve issues in relation to the appointment of a permanent Clerk including short listing applicants and interviews.

Action Item: The Councillors agreed to meet to look at the applications, to short list and agree matters in relation to interviews.

161. Discuss and resolve matters in relation to DH Notice board.

161.1 Noted, DHPC waiting design for logo/identity.

161.2 Noted that permission maybe required from the Highways Department, even though this is a private road, due to proposed area being adjacent to a public highway.

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Action Item: Cllr. Kendall to speak to Ian Williams to ascertain exact location for proposed Notice board.

162. Discuss and resolve matters in relation to litter/bins.

162.1 Noted, 3 month agreement with DH Management Company now due to be reviewed.

162.2 Cllr. Kendall gave an update; that a litter pick was now being undertaken every Thursday and sweeping was to be carried as well. Therefore, the existing service was to be improved. (Not to the level the centre is looked after, as this is done every day).

162.3 Cllr. Arfan stated that he was not as impressed as he thought he would be.

162.4 Cllr. Thompson commented that she had seen litter picking taking place.

162.5 It was stated that some litter pick was better than nothing at all.

162.6 It was stated that the agreement and the locations needed to be looked at.

162.7 **Resolved**, all in favour, that the agreement should continue for another 3 months.

Action Item: To be reviewed April/May 2010.

163. Discuss and resolve matters in relation to laptop.

163.1 Cllr. Arfan suggested the PC purchase cheap laptops for each member.

163.2 There were comments about this;

- not being necessary
- people having had enough of computers at the end of the day
- having pigeonholes in the PC office for hard copies of information
- going through the Chairman and everything being dealt with at meetings.

It was stated that as a PC they needed to decide how communication was made.

That a balance needed to be struck, as they only met once a month. The

Chairman stated that he was happy to make decisions when necessary.

164. To discuss DHPC website and resolve any action/expenditure in relation to this.

164.1 Cllr. Arfan referred to a company called Carousel that could put something together. He said that once the PC had a permanent Clerk, a brief could be

drafted for the website to be progressed. He said the cost would be about £500.

164.2 The Clerk suggested the PC consider obtaining a .gov.uk domain.

165. To discuss ideas for activities for youths – school holidays; Christmas Party; Pantomime in VH with DHPC making a contribution; other plans for 2010/11; including planning and key issues.

165.1 It was felt that much depended on SMBC and Youth Services.

165.2 There were comments about the Village Church being interested in engaging.

165.3 It was stated that Christmas projects needed planning and it was felt that the PC should tap into the Church. Picnic on the green and the Village fete were mentioned. It was stated that the PC was keen to support.

Action Item: it was stated that Cllr. Robinson had contact details; the names Anton Penny; Tim Arho and Arron... were mentioned from DH Community Church. It was stated that DHPC should contact them regarding what was being planned for the year ahead and to see what the PC could do.

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

166.1 Note: if SMBC meeting with the PCs Chairmen/ reps and the Cabinet was still happening on 10 March 2010; Cllr. Holt to try to attend.

166.2 It was noted that SMBC Monitoring Officer could attend DHPC meeting on 11th May 2010; there were some comments about the Annual Parish Meeting and the Annual Meeting of the Council.

167. Review issues with on going Activity Plan updated 3rd February 2010.

143. Noted; Standing Orders to be sorted out. Draft letter to PCSO Wendy Shale approved.

168. Items for next agenda.

168.1 None.

169. 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.

169.1 There were no members of the public present.

Meeting ended 10pm

Next Meeting: Tuesday 9th March 2010: 730pm Dickens Heath School