



## **Dickens Heath Parish Council**

To All Members of the Council

Dated: Wednesday May 11<sup>th</sup> 2016

You are hereby summoned to attend the Annual Meeting of the Parish Council of Dickens Heath to be held in the Parish Council Rooms, Waterside, off Rumbush Lane on Tuesday 17<sup>th</sup> May 2016, at 7.00 pm, for the purpose of transacting the following business.

**Helen Marczak**, Clerk to the Council

### **AGENDA**

- 1. Election of Chairman**
- 2. To Receive the Chairman's Declaration of Acceptance of Office**
- 3. To Receive Apologies for Absence & Accept of Reasons**
  
- 4. Public Participation**
  
- 5. To Receive Declarations of Interest/Written Requests for Dispensations for Disclosable Pecuniary Interests and to Grant any as appropriate**
- 6. To Receive a Report from the Borough Councillors - if present**
- 7. To Decide whether to Elect a Vice Chair**
- 8. To Agree Dates of and Venue for Council Meetings for the Year**
- 9. To Resolve whether to Establish/Continue any Committees**
- 10. To Appoint Representatives to sit on outside bodies**
- 11. To Agree Cheque Signatories**
- 12. To Agree to Review Standing Orders and Financial Regulations**
- 13. To Approve the Minutes of the previous meeting held on Tuesday 19<sup>th</sup> April 2016**
- 14. To Approve in Principle the Minutes of the Annual Parish Meeting held on Tuesday April 19<sup>th</sup> 2016**
  
- 15. Actions from the Minutes of the previous meeting – Clerk's update**
  
- 16. To Consider Planning Applications:**
  - 2016/00990 - Dickens Heath Village Development, Main St - Variation of condition no. 27 on planning approval 2011/952 to allow for the following minor material amendments to building 7A, to include – alterations to fenestration, minor alteration to roof detail to include reduction in roof height by 1.5m, increase in footprint of building to the rear.
  - 2016/01161 - Priorsgate 100 Birchy Close - Works to 1 no. oak tree to lower crown by one third.
  - 2016/01170 - Land between 29 and 30 Fishers Drive - Erection of 1 no. five bedroom detached dwelling.
  - 2016/01183 - Rear of 170 and 172 Tythe Barn Lane - Demolition of existing garage and erection of 1 no. detached dwelling adjacent to 15 Whitchurch Lane.

**17. Planning Sub-Committee Update**

- Neighbourhood Plan Working Party

**18. SMBC Issues Update**

**19. To Consider Dickens Heath Sports Club's Proposals**

**20. To Consider Village Issues:**

- Gardening/Landscaping
- Maintenance of Islands
- Welcome to the Village Signs
- Youth Club
- Memorial

**21. To Receive any Reports from Councillors who have attended any outside groups or events**

**22. Financial Matters:**

- To Approve the Payments listed in May 17<sup>th</sup> 2016 agenda Appendix I: 19 cheques and 3 direct debits totalling £3,540.87
- To Receive a Report on the Finances of the Council
- To Receive a Report from the Internal Auditor
- To Receive the Risk Assessment & Management document 2016/17
- To Approve and Sign the Annual Return
- To Consider Amendment of Online Banking to Make Payments

**23. To Consider any Feedback on the Annual Parish Meeting**

**24. The Parish Rooms – to discuss any proposed bookings or issues**

**25. To Consider Issues of Importance:**

- Parish Council Emails
- Items for next Parish Council News

**26. To Consider Correspondence Received Since the Previous Meeting**

**27. Items for next agenda**

**28. To resolve that, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest, as if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information under paras I and II Part I of Schedule 12A of the Local Government Act 1972, that the press and public be temporarily excluded and they are instructed to withdraw.**

**29. Maintenance of Islands**

**30. Update on Village Centre Parking, its Planning Status, and on the Potential Additional Car Parking Spaces in the Garden Squares II Development**

## May 17<sup>th</sup> 2016 Agenda Appendix I

<b>Direct Debits</b>		<b>£</b>
British Gas	Electricity to 25/4/16	148.79
British Gas	Gas to 25/4/16	146.20
BT	Phone	93.84
<b>Cheque Payments</b>		<b>£</b>
Orton Media	PC News in DH Dir Jul/Sep/Nov	209.00
W.J. Robinson	Internal Audit	144.00
Salter St & Shirley Parish	Youth Worker – May 2016	250.00
Salaries/Cllr Allowances	May 2016	1,761.64
HMRC	PAYE/NI May 2016	234.68
LGPS	Pension May 2016	259.90
Helen Marczak	APM Refreshments	84.71
Helen Marczak	Admin Expenses – May 2016	88.11
The Creaseline	Cleaning – fortnightly x 3	105.00
FCG Window Cleaning	Monthly clean	15.00
<b>Total</b>		<b>3,540.87</b>

Appendix I Cheque Payments Approved as Correct

Signed..... Date .....