

The Parish Council of Dickens Heath

Minutes of the Annual Meeting of the Council held on Tuesday 11th May 2010 at 7.30pm, Dickens Heath School

Present:

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

Borough Councillors: Brian Burgess

2 members of public

Clerk: Ms Helen Marczak

Minute 1 (2010/11) Election of Chairman

Councillor Thompson proposed Councillor Holt, Councillor Arfan seconded this proposal. There were no other proposals.

Councillor Holt accepted.

Minute 2 (2010/11) Apologies for Absence

There were none.

Minute 3 (2010/11) To approve, if thought fit, the reasons for absence

Not applicable.

Minute 4 (2010/11) Declaration of Interest in Items on the Agenda

Councillor Holt declared an interest regarding Evans, Derry, Binnion Solicitors carrying out legal work in relation to the potential Waterside property purchase.

Minute 5 (2010/11) Public Participation (15 minutes)

Dickens Heath Village Hall was discussed. The Parish Council don't run it, it is run by an administrator and caretaker and Councillor Robinson is a trustee of the management group. There was concern that the phone is not answered, Councillor Robinson to follow this up. The Community Association was discussed. It was suggested that the Parish Council could link up, Councillor Holt and Councillor Thompson are involved. It was agreed to invite them to a Parish Council meeting.

It was agreed that the Parish Council should advertise in the Dickens Heath Directory, offer to email minutes to anyone who is interested and to invite comments on what the residents want.

Councillor Burgess stated that, although unable to attend Parish Council meetings, he will do what he can to help.

Minute 6 (2010/11) To Receive the Chairman's Declaration of Acceptance of Office

Councillor Holt signed.

Minute 7 (2010/11) To Decide Whether to Elect a Vice-Chair

It was agreed to elect a vice-chair. Councillor Thompson proposed Councillor Arfan and Councillor Robinson seconded this proposal. All were in favour.

Councillor Arfan accepted.

Minute 8 (2010/11) To Agree Dates of and Venue for Council Meetings for the Year

The schedule was agreed, all in favour.

The May meetings will have to be confirmed once the date of next year's elections is known.

Minute 9 (2010/11) To Resolve whether to Establish any Committees, including an Employment Committee, and Working Parties

It was resolved to establish an ad hoc 3 member employment committee as the need arises. It was agreed that working parties are not necessary and issues can be dealt with within the Council.

Minute 10 (2010/11) To Appoint Representatives to sit on Outside Bodies, including SAC, DHWP and Rural Police Assembly

Councillor Thompson agreed to be the representative on DHWP.

Councillor Holt agreed to be the representative on SAC, and Councillor Kendall agreed to be the representative in his absence.

Councillor Arfan agreed to be the representative on the Rural Police Assembly.

Minute 11 (2010/11) To Agree Cheque Signatories

All Councillors are currently signatories. Marie Zizzi stated that it is normal practice for the clerk to be a signatory. It was agreed that the clerk should arrange this with the bank, all in favour.

Minute 12 (2010/11) To Resolve to Accept the Minutes of the previous meeting held on Tuesday 13th April 2010

Proposed by Councillor Thompson, seconded by Councillor Arfan. **Resolved** that these Minutes be accepted as a true and accurate record.

Actions from the Minutes:

Dickens Heath Primary School – planning application: there are no floodlights in the plans, so Councillor Thompson recommended no objection.

Paul Cooper will get proposals for the roundabouts for the next meeting.

It was agreed to advertise in the Dickens Heath Directory for gardeners to be involved in a gardening club to help in planting out the traffic islands.

Councillor Thompson has visited Mr Samuels, and spoken to another couple, who would like facilities within the village. Pensioners currently meet in Mortons but would prefer a more appropriate meeting place. Numbers are between 4 and 12 at any time. They mentioned a walking club organised by SMBC, and it was agreed that the clerk would contact the park rangers at SMBC.

It was agreed that the clerk would open a 'contacts' file so that the Council can keep in touch with interested residents.

The country park was discussed. A designated play area, with a skate park is planned for off Aldershaws. Councillor Burgess stated that the DHWP had discussed the lack of facilities for young people and there will be a site visit now the election is over. He also agreed to visit a couple of concerned residents to reassure them about the skate park. It was agreed to contact DHWP, to inform them that the Parish Council would like to be involved in the consultation and to invite a member to a future meeting.

The public art project was discussed, that £40,000 is available but if consultants are involved, the administration costs may be high. All agreed that the Parish Council would like to be involved and to seek residents views on what they would like. It was agreed that the clerk would find out about a clock such as that in Marston Green.

Minute 13 (2010/11) To Receive a Report on the Finances of the Council, including the draft end of year Receipts and Payments Account

The former Hockley Heath accounts were approved, proposed by Councillor Robinson and seconded by Councillor Kendall.

The Dickens Heath accounts were approved, proposed by Councillor Kendall and seconded by Councillor Robinson.

The end of year reports **approved and signed.**

The internal auditor, Helen Daniels, has had to withdraw due to a family bereavement. Bill Robinson is willing to take over as internal auditor. Agreed – all in favour.

In order to meet the obligation for the public's right to inspect the accounts, it was agreed, all in favour, that the clerk should buy a Parish Council mobile phone, on a contract, from petty cash.

Minute 14 (2010/11) To Approve any Payments to be made, including petty cash, and to authorise Acting Clerk's April payment/timesheet

The payments were approved, proposed by Councillor Robinson and seconded by Councillor Kendall. These included additional payments of £45 for the clerk's induction day, £40 for hire of the village hall for the APM, and £42.83 for petty cash.

The payment to the solicitors regarding the indemnity was discussed. The clerk will invoice the other parish councils for their proportion of the cost, but Tidbury Green may not be willing to pay. The clerk now has a copy of the indemnity, which will be kept safely, and will send a copy to the solicitor.

The acting clerk's timesheets were approved, all in favour, and the clerk will be advised on the proportion of this to invoice to Cheswick Green. The acting clerk will also assist with the end of year accounts and audits.

All thanked the acting clerk, Marie, for her work over the last year.

Minute 15 (2010/11) To consider planning applications

There were no comments or objections to any planning applications up to and including week ending May 7th 2010.

Minute 16 (2010/11) To receive any reports from Councillors who have attended any outside groups or events, and to resolve any actions necessary

Nothing to report.

Minute 17 (2010/11) To Discuss and Resolve any issues regarding premises in DH at Waterside

The property has a 999 year lease with a user clause that prohibits public meetings or political gatherings. Councillor Holt has written to the management company to request an amendment to the user clause, a deed of variation. The Parish Council is non political, but would need to allow members of the public to use the property. Ian Williams has spoken to Councillor Kendall and the only serious reservation would be if the council proposed to use it as a youth club or drop in centre. The proposed use would be primarily as a Parish Council facility and for the elderly.

The contract is from the Receiver, so no commitments are given, searches are already provided. Councillor Holt has no reservations about title other than the above clause. The Council felt that a survey should be done, Graham Darby to be asked to do a survey and valuation.

The clerk to check with SMBC about the rates.

The loan from PWLB was discussed, and it was agreed to apply for an EIP loan since this was the cheapest overall, given that this is public funds. **Resolved** – proposed by Councillor Kendall and seconded by Councillor Thompson.

A letter has been received from Evans, Derry, Binnion Solicitors, an order to certify the council. ID evidence of 2 councillors was requested, and Councillor Holt agreed to take in copies and certify the order.

Minute 18 (2010/11) To Discuss and resolve any issues regarding Area 3 Newsletter – Youth Opportunities Funding

This was noted.

Minute 19 (2010/11) To Discuss and resolve any issues regarding litter collection

The school had agreed to do a litter campaign with the children, to design a poster to encourage 'Stop the Drop' and there had been a very good response. At the school summer fair of June 19th 2010, Councillor Holt will represent the Council and give out the prizes. The clerk, and children, to recommend the winning entries – 1 each for Key Stages 1 and 2.

Minute 20 (2010/11) To Agree arrangements for the Annual Parish Meeting

The agenda was agreed.

Councillor Holt to report on achievements in the first year.

Clerk to arrange for caterer to provide refreshments for 30 people, with non alcoholic drinks as well. Clerk to email borough councillors, contact police and invite a representative, and to put agendas up to publicize it.

Minute 21 (2010/11) To Discuss and resolve any actions in relation to items of correspondence

The letter from Jean Wareing, planning and development consultant was discussed. The councillors felt they probably did not need her services at the moment – but the clerk to send a copy to Councillor Robinson to ask his opinion.

Minute 22 (2010/11) To Review issues with on going Activity Plan

To be reviewed at a future meeting.

Minute 23 (2010/11) Items for next agenda

None.

Minute 24 (2010/11) 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

No members of the public present.

Meeting ended 10.05pm

Next Meeting : Tuesday 8th June 2010: 7.30pm Dickens Heath School

