

The Parish Council of Dickens Heath

Minutes of the Annual Meeting of the Council held on Tuesday May 17th 2011 at 7.30pm, Dickens Heath School

Present:

Dickens Heath Parish Councillors; Vaseem Arfan, Alyson Glenn, Richard Holt.

Martin McCarthy – SMBC Councillor

Matt Gardner – Neighbourhood Co Ordinator

Philip Brandum and Robert Cudmore

Clerk: Ms Helen Marczak

Minute 1 (2011/12) Election of Chairman

Proposed by Councillor Glenn, seconded by Councillor Arfan, agreed that Councillor Holt should be Chairman for 2011/12.

Minute 2 (2011/12) Apologies for Absence

Not applicable.

Minute 3 (2011/12) To Discuss Parish Council Vacancies

Councillor McCarthy, Matt Gardner, Philip Brandum and Robert Cudmore left the room while this was discussed.

There have been 4 expressions of interest in the 2 Parish Councillor vacancies. The Parish Councillors summarised the WALC checklist for co-option and discussed the 4 applicants. All agreed that local residency was essential, and 3 of the 4 are Dickens Heath residents. Following voting, Philip Brandum and Robert Cudmore were appointed. They confirmed that they were eligible to be Councillors and were welcomed to the Parish Council. All Councillors, elected and co-opted, to complete and return the register of interests form.

Minute 4 (2011/12) Public Participation (15 minutes)

Councillor McCarthy raised the issue of youth provision, he felt that something had to be centrally imposed, which may be unpopular for a while. All agreed this is a priority, and should be on the agenda for the June 2011 meeting. Chris Barr is the lead officer at SMBC, Councillor McCarthy to investigate further.

Matt Gardner agreed to chase up Mike Eastwood about the timescale for the village clock.

Matt also suggested that there should be a programme to repair all the imprinting around the Borough, he is pushing for a machine to be hired.

The parking on roundabouts was also discussed – it is a danger to pedestrians. Matt Gardner stated that yellow lines are being planned for the roundabouts. Clerk to forward the Parish Council’s concerns to Matt.

Councillor McCarthy and Matt Gardner left the meeting.

Minute 5 (2011/12) Declarations of Interest

To be declared as appropriate.

Minute 6 (2011/12) Minutes of previous meeting held on Tuesday April 12th 2011

It was proposed by Councillor Glenn and seconded by Councillor Arfan, **Resolved** that the minutes be approved as a true and accurate record.

Minute 7 (2011/12) To Receive the Chairman's Declaration of Acceptance of Office
This was received.

Minute 8 (2011/12) To Receive all Councillors' Declaration of Acceptance of Office
These were all received.

Minute 9 (2011/12) To Enter Financial Interests in Register of Members' Interests
To be returned to Solihull MBC.

Minute 10 (2011/12) To Resolve Whether Elected Members Should Receive Parish Allowances
It was agreed, all in favour, that elected members should continue to receive the parish allowances.

Minute 11 (2011/12) To Decide Whether to Elect a Vice Chair
It was agreed that Councillor Arfan should be Vice Chair, proposed by Councillor Glenn, seconded by Councillor Holt.

Minute 12 (2011/12) To Agree Dates of and Venue for Council Meetings for the Year
The schedule of dates was agreed, the Parish Council to meet on the 3rd Tuesday of each month, except for December (the 2nd Tuesday) with no meeting in August. It was agreed that the venue should be Dickens Heath School until further notice.

Minute 13 (2011/12) To Resolve Whether to Establish any Committees and Working Parties
It was agreed that these should be ad hoc if necessary.

Minute 14 (2011/12) To Appoint Representatives to Sit on Outside Bodies, including SAC, DHWP and Rural Police Assembly
It was agreed that such meeting dates should be circulated to all Councillors. Clerk to also send background information to Councillor Brandum and Councillor Cudmore.

Minute 15 (2011/12) To Agree Cheque Signatories and to Discuss Changes to the Bank Mandate
Clerk to obtain form to update cheque signatories to the 5 current Parish Councillors, and to add the Clerk for administration purposes.

Minute 16 (2011/12) To Receive a Statement of Finances at 31st March 2011 and a Report on the Capital Assets and Liabilities vested in the Council, and to Approve the End of Year Accounts for 2010/11
These were approved, all in favour, and signed by the Chairman.

Minute 17 (2011/12) To Review Clerk's Salary, if contract of employment requires an annual review
A review to be arranged. Councillor Glenn to forward an appraisal form that can be used.

Minute 18 (2011/12) To Agree to Review Council's Standing Orders and Financial Regulations if necessary
The Standing Orders need to be reviewed in the near future.

Minute 19 (2011/12) Actions from the Minutes of the previous meeting
Clerk to check with Mike Eastwood whether the village clock proposal needs to go back to the DHWP, as queried by Councillor McCarthy.
The collapse of the library roof was again discussed, along with the fact that there will be no report into the incident. The Parish Council to respond that they should have been debriefed along with the SMBC staff.

Minute 20 (2011/12) Planning Applications

Clerk to find out why the sycamore tree of 1 Meadow Pleck Lane is being felled. No comments otherwise.

Minute 21 (2011/12) Financial Matters

Proposed by Councillor Arfan, seconded by Councillor Brandum. **Resolved** that the payments in Appendix I of the May 17th 2011 agenda be approved.

Minute 22 (2011/12) To receive any reports from Councillors who have attended any outside groups or events

None.

Minute 23 (2011/12) To Discuss and Resolve Issues regarding 1 Wharf House

This is to be dealt with in a forthcoming meeting on Tuesday May 31st 2011.

Minute 24 (2011/12) To Agree Arrangements for the Annual Parish Meeting

The information pack was approved. Clerk to ring Councillor Hawkins, newly elected SMBC Councillor, to see if he can attend.

Minute 25 (2011/12) To Receive an Update from Stansgate Planning regarding the Solihull Core Strategy

This was noted.

Minute 26 (2011/12) Correspondence

Trish Willetts is proposing to 'wax the butterfly' on the roundabout in October. Clerk to let her know it is due to be replaced by the village clock.

'Consultation on Government Plans to move Inland Waterways into a New Charity in England and Wales' – Clerk to circulate to Councillors for any comments.

Minute 27 (2011/12) Items for next agenda

None.

Meeting ended 10.05 pm

Next Meeting : Tuesday May 31st 2011: 7.30pm Dickens Heath School