

The Parish Council of Dickens Heath

Minutes of the Annual Meeting of the Council held on Tuesday May 27th 2014 following the APM, in the Parish Rooms, Waterside

Present:

Dickens Heath Parish Councillors; Philip Brandum (Chairman), Alyson Glenn, Richard Holt, Josh O’Nyons.

12 members of the public

Clerk: Ms Helen Marczak

Minute 1 (2014/15) Election of Chairman

Proposed by Councillor Holt, seconded by Councillor Glenn, **Resolved** that Councillor Brandum should be Chairman for 2014/15. Councillor Brandum formally thanked Councillor Holt for his hard work over the last 5 years as Chairman of the Parish Council.

Minute 2 (2014/15) Apologies for Absence

Apologies were accepted from Councillor Cudmore.

Minute 3 (2014/15) Public Participation

Overgrown Hedges

There are a lot of overgrown hedges – heading out of Dickens Heath along Rumbush Lane. The Clerk to ask Matt Gardner at SMBC whose responsibility they are.

The holly bush is overhanging the new pathway at Whitlocks End train station. The Clerk to ask the Parish Council handyman to take a look.

Adoption Query

The Clerk to find out whether the squareabout on the way out to Tidbury Green is adopted.

Shattered Glass on the Footpath

There is shattered glass on the footpath at Boundary Lane/Dickens Heath Rd, and by the barrier at the clock island. The Clerk to ask the handyman to have a look.

Loose Manhole Cover

There is a loose manhole cover in the block paving on the clock island – the Clerk to report this.

Minute 4 (2014/15) Declarations of Interest/Requests for Dispensations

None.

Minute 5 (2014/15) To Receive the Chairman’s Declaration of Acceptance of Office

This was signed.

Minute 6 (2014/15) To Decide Whether to Elect a Vice Chair

It was agreed that there should be a Vice Chair – the decision to be taken at a future meeting when all 5 Councillors are present.

Minute 7 (2014/15) To Agree Dates of and Venue for Council Meetings for the Year

Meetings have been held on the 3rd Tuesday of the month, but several have fallen during the school holidays, so it may be better to hold them on the 2nd Tuesday of the month. It was agreed that the next meeting should be held on the 3rd Tuesday in June and the decision on further dates to be deferred to the next meeting - when Councillor Holt has a better idea of his responsibilities as a Borough Councillor. It was agreed that the venue should be the Parish Rooms.

Minute 8 (2014/15) To Resolve Whether to Establish any Committees

It was agreed that it would be beneficial to meet with representatives of the youth club every 3 or 6 months, to discuss how it is going. Councillor Glenn agreed to take this forward.

Minute 9 (2014/15) To Appoint Representatives to Sit on Outside Bodies

It was agreed that Councillor Brandum would continue to attend the Rural Forum, and that Councillor Glenn would attend Solihull Area Committee.

Minute 10 (2014/15) To Agree Cheque Signatories

No change.

Minute 11 (2014/15) Minutes of previous meeting held on Tuesday April 15th 2014

Proposed by Councillor Holt, seconded by Councillor O’Nyons, it was **Resolved** that the minutes be approved as a true and accurate record.

Minute 12 (2014/15) Actions from the Minutes of the previous meeting

Parish Councillors to make contact with Village Businesses

It was agreed that the Clerk should draft a letter to the village businesses, introducing the Parish Council and new Chairman, and stating that Councillor Brandum is happy to meet with them to discuss any concerns.

Pot Holes on Traffic Islands

Neighbourhood Co-ordinator Matt Gardner is inspecting these and adding defects to the road repair programme.

Hanging Baskets

The hanging baskets, and window boxes for the clock island, have been ordered from Plantscape. It was agreed that a few more hanging baskets should be ordered for Boundary Lane.

Solihull Local Plan Appeals

These are likely to be tied up in the Judicial Review taking place – the Clerk to request an update from Stansgate Planning.

Memorial

The Parish Council would like some professional advice on designs for a memorial. It was agreed that the Clerk should contact Malcolm Sier who designed and carved the stone coat of arms.

Request for 20mph Pilot

SMBC are currently carrying out 3 trials in the Borough, they will update us later in the year.

New Canal Culvert Screen

A resident has obtained information – that the new culvert screen should be installed during June.

Request for a Grant from DHMC towards refurbishment of the playground

The service charge is paid by commercial properties and a few apartments – who are unlikely to use the playground much. Therefore there are no funds to refurbish the playground. The Parish Council is not responsible for the playground. It was agreed that the Clerk should ask the DHMC what recent safety inspections of the playground equipment have stated.

Minute 13 (2014/15) Planning Applications

No comments.

Minute 14 (2014/15) Financial Matters

Proposed by Councillor Glenn, seconded by Councillor O'Nyons, **Resolved** that the payments in Appendix I of the May 27th 2014 Agenda be approved – 14 cheques and 4 direct debits totalling £6,129.95. This included an additional cheque for £15.98 for the repair of table tennis bats. It was agreed that some additional table tennis bats should be purchased for the youth club.

The Parish Council currently has a surplus of £78,956 and is projecting a surplus of £66,000 at the year end.

The internal audit went well, and the audit report will be sent out with the papers for the next meeting. One recommendation was that the Clerk should look into using the Cloud for backing up documents held electronically – this was agreed.

The Risk Assessment and Management document 2014/15 was approved.

The Annual Return for 2013/14 was approved and signed by the Chairman and Clerk/RFO.

Minute 15 (2014/15) Dickens Heath Football Club

Having received the season's report from Dickens Heath Football Club, the second year's grant of £375 was approved.

Minute 16 (2014/15) Neighbourhood Plan

A major advantage of having a Neighbourhood Plan is that a parish council can obtain additional Community Infrastructure Levy funding. However, the production of a Neighbourhood Plan requires a large input of time and funds. The costs and benefits need to be investigated – Councillor Brandum agreed to speak to the Chairman of Cheswick Green Parish Council, who are in the process of producing such a Plan.

Minute 17 (2014/15) PCSO in Dickens Heath

It was agreed that the possibility of additional PCSO hours for Dickens Heath should be followed up with the local Police Sergeant.

Minute 18 (2014/15) Correspondence

WALC Financial Briefing – Oct 10th 2014

It was agreed that the Clerk could attend this.

Minute 19 (2014/15) Items for next agenda

None.

Meeting ended 9.40 pm

Next Meeting : Tuesday June 17th 2014: 7.30pm The Parish Rooms