



Dickens Heath Parish Council

To All Members of the Council

Dated: Wednesday May 2nd 2018

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 8th May 2018, at 6.00 pm, for the purpose of transacting the following business.

Helen Marczak, Clerk to the Council

AGENDA

- 1. Election of Chair**
- 2. To Receive the Chair's Declaration of Acceptance of Office**
- 3. To Receive Apologies for Absence & Acceptance 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 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 10th April 2018**
- 14. Actions from the Minutes of the previous meeting – Clerk's update**

15. To Consider Planning Applications:

- 2018/01081 - 10 Short Street - First floor side & two storey rear extension.

16. Financial Matters:

1. To Approve the Payments listed in May 8th 2018 agenda Appendix I: 1 direct debits and 18 payments totalling £4,200.41
2. To Receive a Report on the Finances of the Council
3. To Consider the Staff Pay Award
4. To Receive the Risk Assessment & Management document 2018/19
5. To Receive a Report from the Internal Auditor
6. To Approve and Sign the Annual Governance Statement 2017/18
7. To Approve and Sign the Annual Accounting Statements 2017/18

17. General Data Protection Regulation which becomes law on May 25th 2018 - To Consider a Progress Report and Policies for Approval

18. To Consider Other Issues:

- In Bloom
- Welcome to the Village Signs
- Memorial
- Solihull Local Plan Review
- Land to rear of Birchy Leasowes Lane
- Planning Applications in the Parish – to consider whether they should be more widely publicized

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

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

21. To Consider Issues of Importance:

- Parish Council Website and Emails
- Grant Applications
- Items for next Parish Council News

22. To Consider Correspondence Received Since the Previous Meeting

23. Items for next agenda

May 8th 2018 Agenda Appendix I

Direct Debits		£
Opus	Electricity	33.48
Payments		£
Savills	Service Charge	725.58
HOE In Bloom	Entry Fee	110.00
Diane Malley	Payroll Services 2018/19	207.00
Orton Media	Page in DH Dir Jun/Aug/Oct	219.00
Salaries/Cllr Allowances	May 2018	2,036.53
HMRC	PAYE/NI May 2018	149.22
LGPS	Pension Contribution May 2018	328.15
NEST	Pension Contribution May 2018	32.02
Helen Marczak	APM Refreshments	68.00
Helen Marczak	Admin Expenses – May 2018	171.43
The Creaseline	Cleaning – fortnightly x 2	105.00
FCG Window Cleaning	Monthly clean	15.00
Total		4,200.41

Appendix I Payments Approved as Correct

Signed..... Date

Signed..... Date