



## **Dickens Heath Parish Council**

**To All Members of the Council**

**Dated: Tuesday 3<sup>rd</sup> May 2022**

You are hereby summoned to attend the Annual Meeting of the Parish Council of Dickens Heath to be held in the Library on Tuesday 10<sup>th</sup> May 2022, at 7pm, for the purpose of transacting the following business.

**Helen Marczak, Clerk to the Council**

### **AGENDA**

- 1. Election of Chair**
- 2. To Agree to Receive the Chair's Declaration of Acceptance of Office**
- 3. Apologies**
- 4. Public Participation**
- 5. To Receive Declarations of Interest/Written Requests for Dispensations for Personal and 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 Bank Account Signatories**
- 12. To Agree to Review Standing Orders & Financial Regulations**
- 13. To Approve the Minutes of the Meeting of the Council held on Tuesday 8<sup>th</sup> March 2022**
- 14. To Approve in Principle the Minutes of the Annual Parish Meeting held on Tuesday 5<sup>th</sup> April 2022**
- 15. Actions from the Minutes of the previous meetings – Clerk's update on progress**

**16. To Consider Planning Applications:**

- 2022/00482 - 105 Rumbush Lane - Single storey rear extension, porch extension to front. Single storey outbuildings, office to rear of existing garage, gym to rear of garden.

**17. Procurement of Replacement Playground – to Consider the results of the Tender**

**18. To Consider any SMBC Issues**

- Electric Vehicle Charging Bays
- Solihull Local Plan Update

**19. To Consider Village Issues:**

- Parking
- In Bloom 2022/Hanging Baskets
- Village Green/Goal Post
- Queen's Platinum Jubilee

**20. To Receive any Reports from Councillors who have attended any outside Groups or Events**

**21. Financial Matters:**

- To Approve the Payments listed in May 10<sup>th</sup> 2022 agenda Appendix I: 17 payments totalling £3,832.23 for May 2022 and 17 payments totalling £2,753.26 for April 2022 and 5 payments totalling £2,649.16 for March end of year 2022
- To Receive a Report on the Finances of the Council 2022/23
- To Receive the Risk Assessment & Management Document 2022/23
- To Receive the End of Year Accounts 2021/22, and to Verify the End of Year Bank Reconciliation to the Bank Statements
- To Receive Feedback from the Internal Audit
- To Approve & Sign the Annual Governance Statement 2021/22
- To Approve & Sign the Annual Accounting Statements 2021/22

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

- Parish Council Website and Email
- Newsletter/Communication & Engagement/GDPR
- Items for Next Parish Council News - June

**23. To Consider Correspondence Received since the Previous Meeting**

**24. Items for Next Agenda**

**25. 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.**

**26. Car Park Behind Tesco**

**27. Village Hall**

**28. Staff Issues**

## May 10<sup>th</sup> 2022 Agenda Appendix I

£

### May Payments

Fairways	VG Maintenance May 2022	501.50
HSBC	Bank Charges May 2022	8.00
WALC	Code of Conduct Course	36.00
WALC	Council Governance Course	30.00
Salaries/Cllr Allowances	May 2022	2,509.51
HMRC	PAYE/NI May 2022	226.54
LGPS	Pension Contribution May 2022	353.56
NEST	Pension Contribution May 2022	57.81
H Marczak	Admin Exps Apr/May 2022	109.31
	<b>Total May 2022</b>	<b>3,832.23</b>

### April Payments

Fairways	VG Maintenance Apr 2022	501.50
WALC	Risk Management Course	30.00
WALC	Policies Course	36.00
HSBC	Bank Charges April 2022	8.00
Salaries/Cllr Allowances	April 2022	1,526.18
HMRC	PAYE/NI Apr 2022	155.86
LGPS	Pension Contribution Apr 2022	
NEST	Pension Contribution Apr 2022	69.83
T Griffiths	Compost & Plants for In Bloom	55.70
M Cockayne	Paint & Painting Equipment for Planters	148.19
DM Payroll Services	Payroll 2021/22	222.00
	<b>Total April 2022</b>	<b>2,753.26</b>

### March End of Year Payments

Fairways	Removal of Damaged Bench	144.00
HP	Computer for Office	629.99
WALC	Annual Subscription (£865 already incl. in 2021/22 balance is VAT)	113.80
HSBC	Bank Charges Jan, Feb, Mar	24.00
Salaries	Staff Hours paid in arrears	1,737.37
	<b>Total March End of Year 2022</b>	<b>2,649.16</b>

Appendix I Payments Approved as Correct

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

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