

The Parish Council of Dickens Heath

Minutes of the Annual Meeting of the Council held on Tuesday May 10th 2022

Present:

Dickens Heath Parish Councillors; Mark Connolly-Dowson, Trevor Eames, Diane Potter, Nargis Rashid, Mike Small, Richard Small (Chair) Doreen Wright.

6 members of the public

Clerk: Ms Helen Marczak

Minute 1 (2022/23) Election of Chair

Councillor Nargis Rashid nominated Councillor Trevor Eames, seconded by Councillor Di Potter. Councillor Mike Small nominated Councillor Richard Small, seconded by Councillor Mark Connolly-Dowson. By 4 votes to 3, Councillor Richard Small was elected as Chair.

Minute 2 (2022/23) To Receive the Chair's Declaration of Acceptance of Office

This was signed.

Minute 3 (2022/23) Apologies for Absence

None. Councillor Nargis Rashid advised that she will have to leave the meeting before the end.

Minute 4 (2022/23) Public Participation

Unadopted Islands and Roads in the Village

A resident asked whether there has been any progress with the remaining unadopted areas in Dickens Heath. An update is awaited from SMBC. The resident suggested that it might be better to contact Redrow directly.

House under Development on Dickens Heath Rd

Residents have concerns about a house that is being built on Dickens Heath Rd near the Fishers Drive bus stop. Branches are growing all over the pavement, and the building site is left unsecured. It was agreed that the PC would contact SMBC Planning Enforcement.

Trees with Preservation Orders

A resident raised concern about developers removing trees, and that it would be useful to have a map which details all the trees covered by a TPO.

Streetwatch

A resident gave an update on Streetwatch – they now have 19 members, and they carried out 15 patrols during April. They found an abandoned vehicle on Braggs Farm Lane, which the Police had been looking for. PCSO Dan Talbot will also be going out with them once a month. Chair Richard Small replied that Streetwatch are doing a great job and added that he and Councillor Mike Small will be meeting with Sergeant Mills.

Dickens Heath Medical Centre

A resident said that the medical centre is still only open for infrequent appointments, and in fact it was mainly closed to patients before Covid because they couldn't staff it. He added that the building has a covenant on it as it was funded by section 106 monies and it must be used for the benefit of residents. A fellow resident in attendance is on the steering group for a potential pressure group to try to tackle the problems patients are having with SHP. Councillor Mike Small to follow this up. It was suggested that the PC could contact Borough Councillor Karen Grinsell who is the health lead at SMBC, or the local MP and encourage residents to do the same.

Minute 5 (2022/23) Declarations of Interest/Requests for Dispensations

Councillors Trevor Eames and Richard Small declared an interest in the item on the Queen's Platinum Jubilee as they are connected to the organising committee.

Councillor Nargis Rashid gave her apologies and left the meeting.

Minute 6 (2022/23) Report from the Borough Councillors

None present.

Minute 7 (2022/23) To Decide Whether to Elect a Vice Chair

It was agreed that there was no need to elect a Vice Chair.

Minute 8 (2022/23) To Agree Dates of Council Meetings for the Year

The proposed schedule of Parish Council meetings and working groups was agreed. Meetings will be held at a new time of 6.30pm in Dickens Heath Library, and there will be no set meetings in August or December.

Minute 9 (2022/23) To Resolve Whether to Establish any Committees

It was agreed that there was no need for any formal committees.

Minute 10 (2022/23) To Appoint Representatives to Sit on Outside Bodies

Councillors Trevor Eames and Doreen Wright will continue to attend SAC (Solihull Area Committee), with other Councillors attending on occasion if possible.

Minute 11 (2022/23) To Agree Bank Account Signatories

All Councillors to be signatories for the bank accounts, plus the Clerk for administration purposes only. The Clerk to update the bank mandate.

Minute 12 (2022/23) To Agree to Review Standing Orders and Financial Regulations

NALC will be updating model Standing Orders later this year, Standing Orders and Financial Regulations to be reviewed at this stage.

Minute 13 (2022/23) Minutes of previous meeting held on Tuesday March 8th 2022

Proposed by Councillor Di Potter, seconded by Councillor Mike Small, it was **Resolved** that the minutes be approved as a true and accurate record.

Minute 14 (2022/23) Minutes of Annual Parish Meeting held on Tuesday April 5th 2022

Proposed by Councillor Di Potter, seconded by Councillor Mike Small, it was **Resolved** that the minutes be approved in principle as a true and accurate record.

Minute 15 (2022/23) Actions from the Minutes of the previous meetingIn Bloom

Judging is taking place in mid July.

Structure in Woodland on Cleobury Lane

The high structure in the woodland has now been pulled down, and there have been no recent issues with loud music.

Requests for Additional Lighting

The relevant SMBC officer has offered to do a site visit to look at Buckridge Lane, he can also offer advice about lighting at the back of the Village Hall.

Trees on Village Green

A tree inspection to be arranged now that the trees are in leaf.

Minute 16 (2022/23) Planning Applications

There were 2 additional planning applications:

- Treeworks at 25 Meadowpleck Lane
- Highgate United FC's proposal to replace floodlights

No comments on any of the planning applications.

Minute 17 (2022/23) Procurement of Replacement Playground

The Parish Council has received the results of the tendering exercise, with 2 tenders submitted and with both meeting the specification and being within the budget. The tender evaluation has been carried out, with Kompan being awarded slightly higher marks than Play & Leisure. The reasons for this were that the Kompan specification included an additional piece of play equipment (8 as opposed to 7), their proposed multiplays were more extensive and they had included a hopscotch on the flooring. Kompan's presentation pack was also more comprehensive and clearer, some of the Councillors found it difficult to extract the Play & Leisure information. Kompan's price was also marginally lower.

It was **Resolved**, all agreed, that the winning tender was Kompan's. Councillors Mark Connolly-Dowson and Doreen Wright to meet with Rob of Kompan in the next few days.

Minute 18 (2022/23) Electric Vehicle Charging Bays

The 2 electric vehicle chargers outside Cornwood House are in constant use and SMBC are looking at where further charging bays could be installed in the village, potentially in the PC owned car park behind Tesco. It was agreed that the SMBC officer should be invited to meet with Councillors to discuss this.

Minute 19 (2022/23) Solihull Local Plan Update

Councillor Trevor Eames reported that the Inspector has extended the length of the Solihull Local Plan to 2037, which means that more houses will need to be provided. They don't expect to need more sites, but developers are likely to put more forward. The existing sites in Dickens Heath which are included in the Plan may be required to take additional houses.

Minute 20 (2022/23) In Bloom

The hanging baskets are due to be delivered at the end of June – locations, including the 6 additional lamp posts, are required soon.

Minute 21 (2022/23) Goal Post on the Village Green

There have been several requests from residents for the goal post to be returned to the Village Green. This was agreed – Councillor Trevor Eames to contact Fairways, the PC contractor for the Village Green, to arrange this.

Minute 22 (2022/23) Queen's Platinum Jubilee

Chair Richard Small thanked Councillor Trevor Eames for his input to the separate village Jubilee committee, which is enthusiastically organising lots of activities for the day. It was agreed that the PC should contribute £500 towards the costs of the event.

Minute 23 (2022/23) Reports from Councillors who have attended Outside Groups or Events

The Chair's report was received.

Minute 24 (2022/23) Financial Matters

1. Proposed by Councillor Mike Small, seconded by Councillor Doreen Wright, **Resolved** that the payments in Appendix I of the May 10th 2022 Agenda be approved – 20 payments totalling £4,233.22 for May (this included additional payments of £300.00 to EmmsIT for the website hosting, £94.99 to V Chadaway for Jubilee expenses and £6.00 to T Eames for a land search), 17 payments totalling £2,753.26 for April and 5 End of Year 2021/22 payments totalling £2,649.16.

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Signature.....

Date.....

2. Report on the Finances of the Council

The first instalment of the precept has been received from SMBC, along with CIL funds of £5,178.51, and there is currently a healthy surplus of £146,000.

3. Risk Assessment and Management Document 2022/23

This was received and approved.

4. Internal Audit for 2021/22

This went well, the internal auditor signed the Internal Audit Report on the AGAR, and the full report will go to the June 2022 meeting.

End of Year Accounts 2021/22

Proposed by Councillor Mike Small, seconded by Councillor Di Potter, **Resolved** that the End of Year Accounts for 2021/22 be approved. Councillor Di Potter verified the end of year accounts to the bank statements.

Minute 25 (2022/23) Annual Governance and Accountability Return 2021/22

1. The Annual Governance Statement 2021/22 was approved, and signed by the Chair and Clerk/RFO.
2. The Annual Accounting Statements 2021/22 were approved, and signed by the Chair and Clerk/RFO.

Minute 26 (2022/23) CorrespondenceVillage Clock

The clock is telling the wrong time, this has been reported to SMBC by the PC, Borough Councillor Richard Holt and multiple residents. SMBC have replied that they are working on it.

Trees by the Memorial

SMBC has agreed to remove the uneven grills around the trees by the memorial so that the area can be planted up.

Community Chest Grant

Dickens Heath Allotments have asked if they can apply for a Community Chest grant. It was agreed that the Community Chest is not available for this year.

Minute 27 (2022/23) Items for next agenda

Internal Audit Report, Playground, Communications, Policing and Streetwatch.

Meeting ended 9.10pm

Next Meeting : Tuesday June 21st 2022: 6.30pm in Dickens Heath Library