



## Dickens Heath Parish Council

To All Members of the Council

Dated: Thursday 9<sup>th</sup> February 2023

You are hereby summoned to attend the Meeting of the Parish Council of Dickens Heath to be held in the Library on Thursday 16<sup>th</sup> February 2023, at 6.30pm, for the purpose of transacting the following business.

**Hannah Raithby**, Clerk to the Council

### AGENDA

1. **Apologies**
2. **Public Participation (15 minutes)**
3. **To Receive Declarations of Interest/Written Requests for Dispensations for Personal and Disclosable Pecuniary Interests and to Grant Any as Appropriate**
4. **To Receive a Report from the Borough Councillors – if present**
5. **To Approve the Minutes of the Meeting of the Council held on Tuesday January 10<sup>th</sup>, 2023**
6. **Parish Council Decisions: (15 mins)**
  - Communications & Events Committee Terms of Reference Approval including delegated authority to approve Committee Budget spend.
  - Proposal for Comms & Events Committee to approve Infographic Design Estimate
  - Proposal to reduce Committees from 3 to 2
  - Approval on Amended Communication Strategy Recommendations 1 & 3
  - Discuss Town and Parish Council Elections - 4 May 2023 including publicity
  - Funding For Planters
  - Coronation Event - Budget
7. **Tesco Car Park: (10 mins)**
  - Freedom of Information Request – progress update
  - Risk Log Breakdown – **Decision required on how to proceed and mitigate risks**
8. **Councillors Action Log: (5 mins)**
  - Accountability on action owners
  - Sharing the load

**9. Clerk's Update on Progress from Previous Meetings (5 minutes)**

**10. To Consider Village Areas of Interest: (15 minutes).**

- Car Parking Scheme in the Village Centre to include the Tesco Car Park
- Traffic Islands, Trees & Planters
- Update on Solihull Local Plan
- Items for Next Parish Council News – April 2023
- Tree Protection Order – 250 Dickens Heath Road
- Community Hub/Opportunities for Young People
- Hanging Baskets – decision needed on how many to order
- Defibrillator/Bleed Kit
- Newspaper Subscription – Library Warm Space

**11. Communications and Events: (10 minutes)**

- Parish Council Email Addresses
- E-Newsletter

**12. Parish Council Committee Updates: (10 minutes)**

- Update on Parish Clerk & RFO Roles
- Establishment & Membership of Parish Council Committees
- Finance & Risk Committee – progress update

**13. To Consider Planning Applications: (5 minutes)**

- 2022/02493 170 Tythe Barn Lane - Crown Reduction to both T1 and T2 by 2 metres to suitable growth points, in line with BS 3998:2020. T1 and T2 are sited in the garden of 170 Tythe Barn Lane

**14. To Consider a Date and Format for Annual Parish Meeting**

**15. Financial Matters: (10 minutes)**

- To Approve the Payments listed in February 16<sup>th</sup> 2023 Agenda Appendix I: 20 Payments totalling £6,187.01 for February 2023
- To Receive a Report on the Finances of the Council
- Appointment of Internal Auditor

**16. To Consider Correspondence Received since the Previous Meeting (10 minutes)**

**17. Items for Next Agenda**

**18. 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.**

**19. Engagement With Residents**

## February 16<sup>th</sup> 2023 Agenda Appendix I

		£
<b>February Payments</b>		
Fairways	VG Maintenance Feb 2023	501.50
Fairways	Tesco Car Park Fence Repairs	594.00
Orton Media	Pages in DH Dir Apr/Jun/Aug	258.00
WALC	Clerking Essentials Course	36.00
HSBC	Bank Charges Feb 2023	8.00
Salaries/Cllr Allowances	Feb 2023	3,225.08
HMRC	PAYE/NI Feb 2023	394.93
LGPS	Pension Contribution Feb 2023	743.46
NEST	Pension Contribution Feb 2023	63.35
H Raithby	Mobile Phone & Case	227.93
H Raithby	Projector	67.99
H Marczak	Admin Expenses Feb 2023	66.77
	<b>Total Feb 2023</b>	<b>6,187.01</b>

Appendix I Payments Approved as Correct

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

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