



## **Dickens Heath Parish Council**

**To All Members of the Council**

**Dated: Thursday 4th September 2025**

you are hereby summoned to attend the Meeting of the Parish Council of Dickens Heath to be held in the Library on Tuesday 9<sup>th</sup> September 2025, at 6.30pm, for the purpose of transacting the following business.

**Hannah Raithby**, Clerk to the Council

### **AGENDA**

- 1. Apologies**
- 2. Public Participation (30 minutes)**
  - Remembrance Day
- 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 Receive an update from the Planning Advisory Group (10 Minutes)**
- 6. To Approve the Minutes of the Meeting of the Council held on Tuesday July 8th**
- 7. Parish Council Decisions: (30 mins)**
  - Youth Club, which Councillor would like to represent the PC
  - Youth Club, can room hire funding be used at a different venue
  - Allotment Association request for Parish Council support
  - Approval of Staff Pay Award 2025/26, increase of 3.2% backdated to April 1<sup>st</sup> 2025
- 8. Finance and Risk Committee Update: (10 minutes)**
  - Update
  - Training Plan and Dignity at work policy
  - Data Protection requirements for 2025/26 accounts
- 9. Communications and Events Committee Update: (10 minutes)**
  - Update
  - Review the Communications Strategy

**10. Councillors' Action Log and Clerk's Update: (10 mins)**

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

- Allotments
- Main Street
- Christmas Lights
- Library
- CCTV
- IT Platform Update
- Website Update
- Village Hall

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

- 2025/00402 – The Gate House, Dickens Heath Road – Demolition of a single storey dwelling, and the erection of 4 No. dwellings with associated parking, access remains as existing

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

- To Approve the Payments listed in September 9<sup>th</sup> 2025 Agenda Appendix I: 19 Payments totalling £7,481.55
- To Receive a Report on the Finances of the Council

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

**16. Summary of Todays Actions**

**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. Annual Increment Pay Award For Clerk**

## September 9<sup>th</sup> 2025 Agenda Appendix I

September 2025 Payments		£
Countrywide Grounds	Maint. of VG Aug 2025	539.21
ASE Computer Services	IT Support	36.00
V Taylor	Printing of Map	44.00
L Woodus	HSS Hire of Generators	162.00
Boogaloo Babes	Village Fun Day Performance	650.00
Electric Disco DJ	Village Fun Day	150.00
H Raithby	Canva Subscription	27.00
T Griffiths	Shrubs, Tubs, Bedding, Compost etc	242.26
Unity Trust Bank	Bank Charges Sept 2025	6.00
Salaries/Cllr Allowances	September 2025	2,952.45
HMRC	PAYE/NI Sept 2025	456.19
LGPS	Pension Contribution Sept 2025	988.54
H Raithby	Admin Expenses Sept 2025	9.35
H Marczak	Admin Expenses Sept 2025	6.20
Sharminaires	Live Music for Fun Day	1,000.00
S Halford	Electrical Supplies for Village Fun Day	212.35
<b>Total September 2025</b>		<b>7,481.55</b>

Appendix I Payments Approved as Correct

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

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