

The Parish Council of Dickens Heath

Minutes of the Finance and Risk Committee Meeting on March 27th 2025

Present:

Dickens Heath Parish Councillors; Maureen Holloway, Richard Small and Vicky Taylor (Chair)

RFO: Helen Marczak

No members of the public

Minute 1 (2024/25) Apologies for Absence

None.

Minute 2 (2024/25) Declarations of Interest

None.

Minute 3 (2024/25) Committee Terms of Reference

A minor amendment was agreed, Councillor Taylor to update. All agreed to add the updated version to the website.

Minute 4 (2024/25) Standing Agenda Items

It was proposed that a 5 year plan should be considered, looking at future priorities including Main St, CCTV and the Canal & River Trust.

Minute 5 (2024/25) Review of Action Log

Organisation Chart

Councillor Taylor has produced an organisation chart, it was agreed that this was useful, all happy with it.

Bee Friendly Planters

One of the previous meetings' actions referred to getting the school involved in bee friendly planters – the school has been involved in previous years with planting up the planters at the school, but not sure if the school has been approached about this.

Minute 6 (2024/25) Review of PC Financial Position

The RFO has produced a latest position which shows a current surplus for the year of £7,417 plus reserves of £62,093. There are several outstanding invoices that have not yet been received/agreed. These are likely to total around £5,000 and will be paid in the new financial year from the surplus and reserves carried forward.

Minute 7 (2024/25) Minutes of Meeting on March 5th 2024

Proposed by Councillor Small, seconded by Councillor Holloway, the minutes were approved as an accurate record.

Minute 8 (2024/25) Risk Assessment & Management Document

Councillor Taylor proposed an updated and expanded risk assessment and management document, which the Committee reviewed. Councillor Taylor to update document for agreed amendments.

Minute 9 (2024/25) Policies

Standing Orders and Financial Regulations

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Signature.....

Date.....

Councillor Taylor has reviewed these, it was agreed that they should now go to the full Parish Council for approval.

Information Publication Policy and Health & Safety Policy

Councillor Taylor will review these – the RFO to provide Word versions.

Policy Plan

All other policies to be reviewed over the next few months, with statutory policies being reviewed as a priority, followed by 'best practice' policies and then any other policies.

Minute 10 (2024/25) CIL Funding

Dickens Heath Allotments have made an application for Solihull Council CIL funds, this is on the agenda for the April PC meeting.

Meeting Concluded at 8.10pm

Date of Next Meeting : Monday July 14th 2025 at 6.30pm