



Dickens Heath Parish Council

To All Members of the Council

Dated: Thursday 9th October 2025

you are hereby summoned to attend the Meeting of the Parish Council of Dickens Heath to be held in the Library on Tuesday 14th October 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 September 9th**
 - To Approve the minutes of the extraordinary meeting of the Council held on Tuesday August 12th
- 7. Parish Council Decisions: (30 mins)**
 - Christmas Lights and switch on time
 - Do we want to continue with a Neighbourhood Plan
 - Replanting Waterside Island with bulbs for spring
 - Social Media Policy
 - Retrospective donations to Central Fast Response for First Aid training sessions
 - Councillors to have input towards budget if they would like to
- 8. Finance and Risk Committee Update: (10 minutes)**
 - Update
 - Training Plan and Dignity at work policy

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

12. To Consider Planning Applications: (5 minutes)

2025/01575 – Birchy Farm, Birchy Leasowes Lane – Erection of four new dwellings and associated works

2025/01710 – 5 Tythe Barn Lane – Erection of staircase to side of house to allow access to first floor lounge

13. Financial Matters: (10 minutes)

- To Approve the Payments listed in October 14th 2025 Agenda Appendix I: 15 Payments totalling £6,506.42
- To Receive a Report on the Finances of the Council

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

- Mobile Post Office

15. Items for Next Agenda

16. 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.

17. Annual Increment Pay Award For Clerk

18. Birchy Leasowes Lane Application Response Letter

19. Co-Option Applications

October 14th 2025 Agenda Appendix I

October 2025 Payments

£

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|---------------------------|--|-----------------|
| Countrywide Grounds | Maint. of VG Sept 2025 | 539.21 |
| ASE Computer Services | IT Support | 36.00 |
| RoSPA Play Safety | Village Green/Playground Annual Inspection | 206.40 |
| ICO | Data Protection Fee 2025 | 47.00 |
| N Rashid | Plants for Planters | 136.89 |
| SLCC | Course – Civility & Respect | 36.00 |
| Royal British Legion | Donation for Wreaths for Remembrance | 100.00 |
| Unity Trust Bank | Bank Charges Oct 2025 | 6.00 |
| Salaries/Cllr Allowances | October 2025 | 3,485.98 |
| HMRC | PAYE/NI Oct 2025 | 699.87 |
| LGPS | Pension Contribution Oct 2025 | 1,208.57 |
| H Raithby | Admin Expenses Oct 2025 | 4.50 |
| Total October 2025 | | 6,506.42 |

Appendix I Payments Approved as Correct

Signed..... Date

Signed..... Date