

The Parish Council of Dickens Heath

Minutes of the Annual Meeting of the Council held on Tuesday May 12th 2026

Present:

Dickens Heath Parish Councillors; Vicky Taylor (Chair), Liz Woodus, Adam Weber, Maureen Holloway, Jim Harte, Andy Cardoza, Stewart Halford.

1 member of the public

Borough Councillor: Keith Green

Clerk: Ms Hannah Raithby

RFO: Ms Helen Marczak

Minute 1 (2026/27) Election of Chair

Councillor Stewart Halford nominated Councillor Vicky Taylor, seconded by Councillor Andy Cardoza, all other Councillors agreed. Councillor Vicky Taylor was voted Chair.

Minute 2 (2026/27) To Receive the Chair's Declaration of Acceptance of Office

This was signed.

Minute 3 (2026/27) Apologies for Absence

None

Minute 4 (2026/27) Public Participation

Akamba Site

A resident spoke about some issues they have experienced with regards to the Akamba site and it potentially being used for an illegal tip. They have seen large lorries going in with full loads and coming out empty. We will contact Solihull Council, this is an issue that is already being investigated. Borough Councillor Keith Green updated on this.

Tythe Barn Lane Parking

There has been some inconsiderate parking on a stretch of Tythe Barn Lane, it is agreed to contact parking services at Solihull Council and ask them if they could visit and ticket any cars parked illegally.

Persimmon Site

A resident asked if the Parish Council have any idea of when the building work for this site will start, it is agreed that we will email them to ask if they have an idea of when this is likely to happen.

Minute 5 (2026/27) Declarations of Interest/Requests for Dispensations

None declared.

Minute 6 (2026/27) Report from the Borough Councillors

Everyone congratulates Keith on being re-elected and extends that to the other Councillors.

Minute 7 (2026/27) To Decide Whether to Elect a Vice Chair

This is discussed and it is decided not to have a formal Vice Chair but to have a rotation of Councillors who are happy to step in should the Chair be absent. Those who are happy to help are; Councillor Holloway, Woodus and Harte. In an emergency Councillors Halford, Weber and Cardoza would also help. This is agreed by all Councillors.

Minute 8 (2026/27) 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 6.30pm in Dickens Heath Library, and there will be no set meetings in August or December. It was agreed that the meetings will be held on the second Tuesday of each month.

Minute 9 (2026/27) To Resolve Whether to Establish any Committees or Advisory Groups

It was agreed to continue with the current working groups: Communications and Events, Finance and Risk, and Planning Advisory Group.

Minute 10 (2026/27) To Appoint Representatives to Sit on Outside BodiesSolihull Area Meeting

Councillor Holloway will continue to be the representative for this, all Councillors agreed. Councillor Cardoza will continue to attend the meetings about the Youth Provision. Councillors Taylor and Halford agree to meet with the Library management about the change in the opening hours and to consider the implications on Parish Council staff.

Minute 11 (2026/27) Civility and Respect Pledge

All agree to this.

Minute 12 (2026/27) To Receive an Update from the Planning Advisory Group

Councillor Harte updated, they have organised a meeting with Mark Andrews at Solihull Council for the 9th of June regarding the Local Plan. They have had a meeting with Seven Trent Water to discuss their involvement in the planning process and have another meeting planned. They wrote to Highways who have replied but weren't happy with the response so will be going back to them to ask them to look at the cumulative effect of the proposed developments in the area with the existing infrastructure which is already at capacity.

Tilehouse Lane – All Councillors agree to send the proposed letter opposing this development.

Waterside Bridge – Councillors Holloway and Halford went to the most recent 'Beat Surgery' to ask the police about the antisocial behaviour at Waterside as this is the reason they put up the gate. The police advised that we can request a record of this for before and after the gate was installed which it was agreed we do.

Minute 13 (2026/27) Planning Applications

None to consider

Minute 14 (2026/27) Minutes of previous meeting held on Tuesday 14th April 2026

Proposed by Councillor Andy Cardoza, seconded by Councillor Vicky Taylor, it was **Resolved** that the minutes be approved as a true and accurate record.

Minute 15 (2026/27) Parish Council Decisions

Councillor Weber's request to use the Parish Council Coat of Arms – It was agreed that we need to look in to drafting a policy for the use of the Coat Of Arms, the Finance and Risk Committee will look into this.

Assertion 10 Website Accessibility Compliance – Councillor Taylor is going to introduce a web design company to the Clerk who can ask them for a quote. We are not currently compliant which needs to be corrected at the latest by the next Audit which is April/May next year.

Minute 16 (2026/27) Finance and Risk Working Group Update

No update.

Minute 17 (2026/27) Communication and Events Working Group

We have produced a flyer with all of the planned events for this year and plan to do a leaflet drop to all houses in the village. £45 for 2500 leaflets was agreed by all. The 31st of May is the Village Tea Party which we need to advertise now.

Minute 18 (2026/27) Actions from the Minutes of the previous meeting – Clerk's update

Training - The Clerk asked Councillors to have a look at training for the coming year.

Councillor Taylor has undertaken anti-terrorist training recently.

Planters - Planters at the Clock Island need to be replaced as they are damaged. Councillors Holloway, Woodus and Taylor are going to replant the planters at Waterside Island on the 29th of May.

Christmas Lights – The idea of having lights on the trees outside Mortons again was discussed and all agreed it's a good idea, the Clerk will get some more quotes.

CCTV - The Village Hall have been asking for an update on what is happening with the CCTV on the Village Green. Councillor Taylor will advise the Clerk on which company we agreed to use and the Clerk will organise this.

Benches for the Village Green - Councillor Halford is waiting to hear back from Solihull Council about the fitting of the benches on the Village Green, once this is organised we can order the benches.

Minute 19 (2026/27) To Consider Village Areas of Interest

Youth Provision – We will be joined at the next meeting by the coordinators at Solihull Council of the Youth Provision to give us an update on what is happening.

Village Hall

They have quite a few new bookings and now have a small surplus for 2026/27 which they are saving to try to get various big projects sorted in the hall. They need a new oven and are setting up a go fund me page to help raise funds for this.

Village Green – Councillor Halford will get a quote to replace the gate on the Village Green. We need to clear the entrance to the Village Green to allow access for the large vehicles attending the summer fun day. Councillor Halford will order the tool needed for this so we can have a go ourselves.

Minute 20 (2026/27) Financial Matters**Extra payments received, needing approval:**

1. Proposed by Councillor Maureen Holloway, seconded by Councillor Andy Cardoza, **Resolved** that the payments in Appendix I of the May 12th 2026 Agenda be approved – 18 payments totalling £13,033.47 (this included additional payment of £43.91 to H. Raithby for ink cartridges).
2. Report on the Finances of the Council
All Councillors agreed they are happy with this.
3. Internal Audit for 2025/26
This went well, Councillors have received the report, and the internal auditor signed the Internal Audit Report on the AGAR.

Minute 21 (2026/27) Annual Governance and Accountability Return 2025/26

1. The Annual Governance Statement 2025/26 was approved, and signed by the Chair and Clerk.
2. The Annual Accounting Statements 2025/26 were approved, and signed by the Chair (already signed by the RFO).
3. All Councillors agreed the dates for the period for Exercise of Public Rights would be 3rd of June 2026 to 14th of July 2026

Minute 22 (2026/27) To Receive any Reports from Councillors who have attended any outside groups or events:

Councillor Holloway updated about a planning application that was raised at the last Solihull Area Meeting which related to a wooden windmill, the only one of its kind in Europe. This was approved at that meeting, and they were going to do a side letter. This is worrying from a planning perspective as they are likely to approve others if one of this nature is approved. Councillor Holloway also attended Tidbury Green Parish Council's meeting which was extremely busy due to the planning issues.

Minute 23 (2026/27) Correspondence

The Clerk gave an overview of correspondence received since the last meeting.

Minute 24 (2026/27) Items for next agenda

Electric Vehicle Charging and Gate at Waterside.

Meeting ended 9pm

Next Meeting : Tuesday June 9th 2026: 6.30pm in Dickens Heath Library