

# Meriden Parish Council

*The Centre of England*

Minutes of the Parish Council Meeting held on 24<sup>th</sup> September 2018  
Venue: Pavilion, Meriden Sports Park at 7.30 p.m.

**Present:**

Cllr R Weaver RW	Chair	Cllr J Barber JB	
Cllr M Lee ML		Cllr P Lee PL	
Cllr R Kipling RK		Cllr F Lynch-Smith	
Mrs B Bland BB	Clerk		

**In attendance: Cllr D Bell**

**There were no Members of the Public attending.**

**1. Welcome & Apologies**

Apologies received from Cllr Nunn (extended leave of absence due to ill health) and Cllr Haque (annual leave).

**IT WAS RESOLVED** Members accepted apologies from Cllrs Nunn and Haque.

**2. Public Participation**

There were no members of the public in attendance.

**3. Declarations of Interest**

3a To declare any personal interests in items on the agenda and their nature.  
Nothing to declare.

3b To declare any prejudicial interests in items on the agenda and their nature  
Nothing to declare.

**4. Minutes of Last Meeting**

The minutes of the Parish Council meeting held on 23<sup>rd</sup> July 2018, circulated prior to meeting, were considered for accuracy and agreed. All matters arising are included in agenda items.

**IT WAS RESOLVED** The minutes of the meeting held on 23<sup>rd</sup> July 2018 were approved; proposed by Cllr Kipling and seconded by Cllr J Barber.

**5. Finance**

5.1 Members received Parish Council payment approvals for September. The Clerk made reference to increased payment total including WRCC £2,081.91 for housing needs survey which was offset by Locality funding secured; and employer's pension contribution shortfall for 2017-18 and 2018-19 being £1,192.85. Members acknowledged increase as one offs and agreed September payments of £6,704.58.

**IT WAS RESOLVED** Cllr Kipling proposed approval for Meriden Parish Council September payments of £6,704.58 seconded by Cllr P Lee.

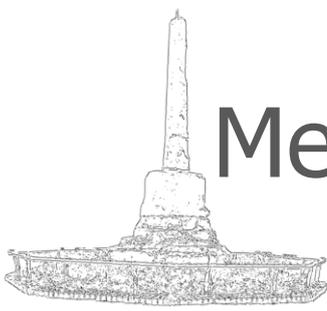
**Signed .....** Chair **Dated .....**

**Clerk:** Barbara Bland

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Cllr M Lee asked if the parish council had been invoiced by the Meriden Mag; the clerk confirmed. Cllr Lee added her disappointment at the half page charge for the duck poster which was squashed into less than a half page.

Members received Sports Park payments approval for September. The Clerk highlighted Patrol Alarms annual maintenance and central control charges of £804.00; she also advised Water Plus arrears of approximately £1100.00 which will require payment prior a new payment plan and contract being secured. This is due to Water Plus internal administrative errors with their system going back to October 2017. Members acknowledged explanations and agreed Meriden Sports Park September payments of £4,270.58.

**IT WAS RESOLVED** Cllr P Lee proposed approval of Meriden Sports Park September payments of £4,270.58 seconded by Cllr Kipling.

## 5.2 St Laurence Church Request

Members had been circulated with letter of request prior to meeting. RW asked for comments. There was consideration and discussion regarding the annual request which this year included a 10% increase and a further one off request to be paid over two financial years. Members stated previous meetings with the PCC had suggested joint working sharing contractors with the parish council to get a better price but this offer was declined. Sources of funding had also been circulated to the PCC with offers of help to complete application bids to funders; nothing had been followed up or acknowledged. Earlier this year NALC presented a challenge brought about by parish council funding for maintenance of church buildings and land. In summary previous Acts of Parliament dating back to 1894 and more recently the Local Government Act 1972 prohibit parish councils from funding church building and land maintenance; this has not been superseded by the parish council operating under the General Power of Competence. Therefore the law remains that parish council funding for the purpose of maintenance to church buildings and land is prohibited and may only be overturned with a new ruling by a new Government Act.

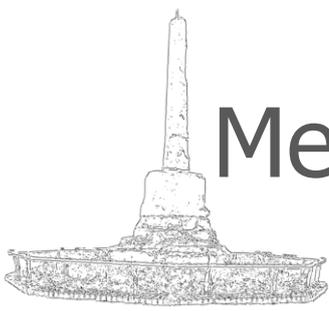
Members considered NALC's summary and accepted that previous donations to the Church had been provided without the knowledge of Government Acts prohibiting this practice. With the legal challenge and NALC's direction Members had to accept the ruling. RK stated a letter be written to St Laurence outlining the parish council situation and suggesting the PCC contact the Meriden Sport & Recreation Trust to benefit from their grant award scheme for community funding.

**IT WAS RESOLVED** Cllr Kipling proposed approval of no future funding contributions to St Laurence Church seconded by Cllr M Lee.

**Action: Clerk to circulate to Members the NALC Legal Topic dated January 2018.**

Signed ..... Chair Dated .....

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## 5.3 Council Precept Tax Reduction Scheme

The clerk had requested further clarification on the proposed review and consultation. RW read the response as follows:-

*“The council tax reduction scheme determines the amount of council tax reduction (previously council tax benefit) that is awarded to people in the borough. This is funded through a reduction in the tax base, so if less people were entitled to a reduction on their council tax bill, the council tax base would increase and so the council tax income receivable would increase. So when we calculate the tax base for each parish and town council, the tax base we calculate for you includes this reduction for people in receipt of council tax reduction. To put this into context, for Meriden, the reduction made to your tax base in 18/19 for council tax reduction was 132 Band D properties.*

*The Council’s proposal for the 2019/20 scheme is to not make any changes to the scheme, so if there hasn’t been any change to the people in receipt of council tax reduction, a similar reduction would be made to your tax base in 2019/20.*

*If, for example, a change was made to the scheme to increase the minimum payment of 15% to 20%, this would mean that everyone who is currently receiving an 85% reduction on their council tax bill, would only receive an 80% reduction on their bill from April 2019 and therefore, the council tax base would increase accordingly. Or similarly, if the minimum payment was reduced to 10%, everyone who is currently receiving an 85% reduction on their council tax bill, would receive a 90% reduction on their bill from April 2019 and therefore, the council tax base would decrease accordingly.*

*The Council has a statutory obligation to consult on its scheme each year, regardless of whether any changes are being proposed, and this includes consulting with parish and town councils, along with the Police and Fire, because of the effect this has on the council tax base calculations.”*

Members acknowledged the reply from Gemma Farrington with thanks for her clarification.

## 6. Progress Reports

### 6.1 Village Hall Management Committee

FLS reported the Big Show had started again with tickets on sale for first show.

### 6.2 War Memorials

ML reported that the protracted negotiation regarding transfer of Memorial and Land to the parish council has not been helped by the PCC representative. There is a lack of understanding regarding the financial liability that the parish council will pick up to relevant to the immediate maintenance required to the Memorial and site which has not been undertaken by the PCC for some time.

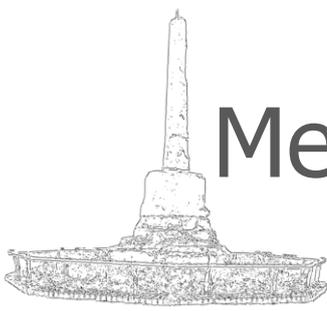
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ML added that there was no agreement to the December notes of a meeting with the parish council and PCC; the proposal was put to the parish council at their meeting in January and members gave an in principle, subject to advice from parish council solicitor. PL proposed the clerk write to the PCC requesting a meeting to find a resolution for transfer.

**Action: Clerk to write to PCC and Coventry Diocese.**

## 6.2(i) Heritage Monuments & Memorial Funding

Clerk reported the funding application is on hold until further information received regarding the Airport Funding for the Memorial; currently quotations received for maintenance to War Memorial and Cyclists Memorial. ML stated that the Cyclists Memorial is currently the responsibility of the Conservators and the War Memorial is currently the responsibility of the PCC as there is no furtherance of asset transfer from the PCC/Coventry Diocese to the parish council.

**Action: Clerk to contact Caroline Stockham to advise on next action.**

## 6.3 Meriden Pool

Clerk reported the early stages of a "Friends of Meriden Pool" Group with 6 volunteers interested in being part of the group. A meeting with Sarah Jones, SMBC community engagement, was informative and she will support the setting up of the group. The first meeting to be arranged early September.

**Action: Clerk to liaise with SMBC and Friends to arrange first meeting.**

PL reported the local resident continues to ignore posters regarding the feeding of wildfowl. The continued feeding of large quantities of waste food produce has been witnessed by the police and SMBC officers without any action being taken. PL urged enforcement to be contacted and requested action to be taken. RW replied that a senior officer from SMBC is aware of the situation and has offered to contact public health and environmental service as health hazards particularly the recent rat infestation.

**Action: Clerk to liaise with SMBC and take advice re public health and environmental services input.**

## 6.3(i) Red Kite Management Plan & Suez Funding

Nothing to report.

## 6.4 Allotments

Nothing to report.

## 6.5 Footpaths/Forum

Nothing to report.

## 6.6 Quarries Liaison Group

Clerk reported the following summary:-

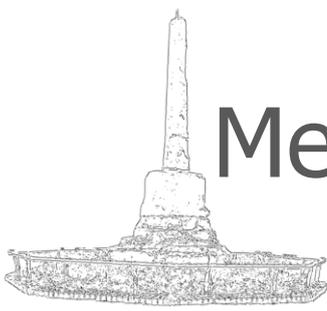
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- Tarmac’s planning application has been submitted for the banana field (land adjacent to Cornets End Lane. Asset transfer of Breedon now completed to Tarmac.
- NRS has acquired Coleman Site and planning application anticipated for new offices and transport workshop.
- Biomass plant delayed and a new design due to non-construction of in-vessel composting expected.
- Cemex submitted planning application for new recycling plant.
- A & A expected to submit planning application for amendment to working hours including weekend working.
- No attendance by Highways; request gone to Paul Tovey re. update to stakeholder consultation re. traffic management linked to HS2 construction traffic.
- NRS & A & A visited residents of Meriden Hall Park Homes re dust and air quality providing dust monitoring equipment in gardens. Nothing out of the ordinary recorded with levels within operating levels.

RK advised we need to keep this monitored and a meeting to be arranged when planning applications are notified.

**Action: Clerk to monitor and arrange future meeting.**

## 6.7 Solihull Area Committee

Nothing to report.

## 6.8 Tree Wardens & TPO List

The clerk advised she was meeting Mrs Sharland, co-optee tree warden, Tuesday 25<sup>th</sup> September, to check on TPO’s for trees and groups identified in SMBC TPO Schedule on the site of the old Triumph Factory. This forms part of Mrs Sharland’s work for the NP group identifying open space, green space, landscape and heritage.

**Action: Clerk to meet Mrs Sharland and take all actions to SMBC Tree Officer.**

The Arden Free Tree Scheme application has been accepted for Meriden Pool and this is reported in item 6.3.

## 6.9 Community Surgeries

**Community Surgery 6<sup>th</sup> August 2018 – Library – Hosted by Clerk, Bruce Brant - Neighbourhood Team.**

No attendees.

**Community Surgery 10<sup>th</sup> September 2018 – Pavilion. Apologies Bruce Brant annual leave.**

**One attendee.**

- Resident with landholding (Fillongley Road) met with SMBC to discuss affordable housing proposals. Enlightening. Resident asking for MPC support

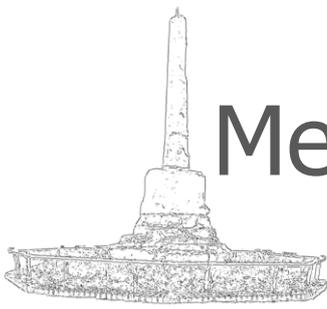
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for housing development. Interested to find out data outcome from recent Housing Needs Survey to direct mix of housing. Discussion re Neighbourhood Planning group attendance. To be discussed with chair of NP group and resident awaits feedback. Clerk response to date on behalf of Council "MPC will not support such a proposal due to greenbelt development and the site was not identified in the recent 'call for sites' consultation.

**Action: Clerk to speak to Chair of Council and Chair of Neighbourhood Planning Group to see if invitation to next meeting to be extended.**

6.10 Community Speed Watch  
Nothing to report.

6.11 HS2  
RW reported more movement in Balsall Common and to follow Balsall facebook page for updates.

6.12 Meriden Sports Park Quarterly Update  
Nothing to report.

6.13 Meriden Sport & Recreation Trust Update  
Nothing to report.

**7. Clerk's Report**  
Report circulated to Members.

**8. District and Ward Councillor Reports**  
Cllr Bell reported he met with Dominic Towey regarding air quality monitoring. Whilst Meriden is identified as an area for monitoring priority was A45 Coventry Road.

**9. Correspondence & Communication**

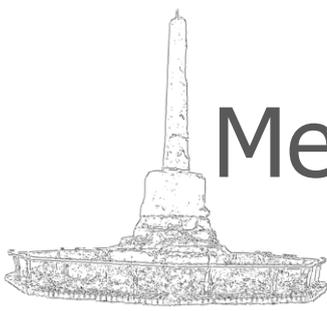
- ESOS advising of Charity Event to be held at Meriden Hall on 29<sup>th</sup> September. RW made reference to the early arrival of a large convoy of vehicles into Meriden on 20<sup>th</sup> September entering Mr Kimberley's land, which presented as an unlawful traveller encampment. Officers from SMBC, Rural Police Team and Parish Council attended site. Confirmation was received that this community had entered the field with the permission of the landowner and it was a travelling circus who had arrived a week early for the charity event.

**Action: A letter to be written to the Event Organiser detailing lack of communication and anxiety caused to residents of properties opposite and adjacent to site.**

- WALC – AGM invitation to Shire Hall
- HMRC – On-line application for VAT 126 refund claim now operational.

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- P K Littlejohn external auditor – notification of queries which had been concluded today regarding sports park core operating costs and parish council.

**Action: RW/BB conference call to detail set up of sports park management and core operating cost variance between 2016-17 to 2017-18.**

## 10. Meriden Village Matters

### 10.1 Library Update

Nothing to report.

**Action: Clerk to contact Kate Bunting for update.**

### 10.2 Village Commemoration WW1

ML reported that previously tabled events will continue in 2018. The next candlelight vigil will be 28<sup>th</sup> September 2018.

FLS reported that the Rotary Club is hosting a Centenary WW1 Dinner which will comprise of traditional WW1 fayre with a “Vera Lyn look-a-like” to entertain with songs from WW1 and WW2.

#### 10.2(i) WW1 Poppy Memorial Site

ML reported that Mr Douglas had done a superb job in designing a memorial site circulated to clerk and chair. Considerable time and engineering expertise had been spent on this project. Quotations continue to be sourced. A builder is on board and he has requested plans of the old public convenience site to understand any foundations and services pipes that remain below the surface of the site to be excavated. Clerk requested to speak to highways officers regarding plans.

**Action: Clerk to liaise with highways officers to obtain plans. ML to continue to work with Mr Douglas and the group.**

In MH’s absence ML advised that the Airport Trust Fund is unable to support the parish council with funding for the project. MH has suggested the WW1 committee or St Laurence Church apply for funding for a “Legacy Monument” with MH completing the application on their behalf. ML advised further discussion is needed with all parties. ML asked the clerk about the Bloom fund that has been spoken about previously to be used to assist with funding. The clerk replied that there is approximately £2-2.5K put aside for this purpose.

**Action: ML to liaise with all parties.**

### 10.3 Meriden Gate

RW reported that the clerk had been chasing Andrew Kinsey and email response had been received earlier today advising that the freehold transfer can be concluded fairly quickly subject to VAT liability being resolved. Members discussed and considered the content of the email and were surprised that this element of the transfer had held up the process as it was widely thought the matter had been resolved. Members

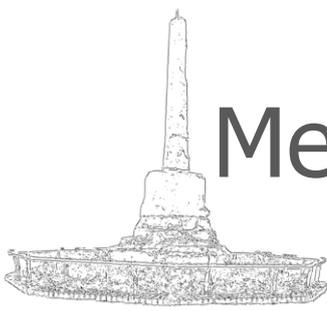
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requested a meeting with Andrew Kinsey as soon as possible to conclude the matter. Cllr Bell stated he would be interested in attending along with RW and the clerk.

**Action: Clerk to arrange meeting with Andrew Kinsey, Cllr Bell, RW.**

10.4 Taylor Wimpey (Transfer of Allotments/freehold land)  
Nothing to report.

## 10.5 Highways

RW advised that the proposed Traffic Regulations Order had been circulated to Members earlier in the summer requesting comments; only two were received. The parish need to respond to the proposal prior to public consultation. This proposal is realised from the report compiled by Cllrs P Lee, Nunn and the clerk in January 2018 after Ashley Prior attended December and January parish council meetings specifically regarding traffic calming and parking issues. RW requested the clerk to email Members with the proposal and asked for comments to be returned by the end of the week. RW added that this work is linked to the enforcement proposal for Balsall and Meriden working together to provide their own officer which SMBC agreed to fund for the first year and will be part of a wider management contract.

**Action: Clerk to circulate Traffic Regulation Order proposal to Members requesting their comments by the end of the week. RW continues liaison with Balsall Common Chair, Highways and Enforcement Teams.**

RW reported that Paul Tovey will be attending the next Quarry meeting regarding HS2 traffic movements and consultation with stakeholders i.e. operators, to measure the number of HGVs using the rural highway networks in and around Balsall, Berkswell, Hampton and Meriden.

FLS asked if there was any news on the Fillongley Road Bridge repairs. RW replied there was none.

FLS asked if the new road sign had been named. The clerk replied the new name had been chosen by Meriden’s Historian with family connections to Fern Cottage; the new street name will be Beaufoys Close. This has been accepted by Manor Homes the developer who will contact SMBC.

**IT WAS RESOLVED** Members confirmed their previous email approval of the new street naming being Beaufoys Close as per Meriden Historian’s recommendation.

## 10.5(i) Grit Bins

FLS provided a memory stick of the grit bin audit that she had undertaken over the summer holiday period. She reported 22 bins located around the parish most of which were full of rubbish and a numbering system would be useful.

**Action: Clerk to contact Highways and share outcome of audit; arrange refill of grit and removal of rubbish. A numbering system to be implemented.**

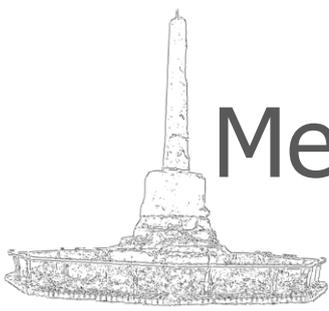
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## 10.6 Land Registry & Ownership

Clerk reported discussion with the Post Office did not provide a PO Box number. There are issues with the registered office being the Pavilion as SMBC remains legal owner; members discussed and considered SMBC Council House being the registered office of Meriden Parish Council, with postal address remaining as current. There is a need to move quickly and get this change expedited as the Green has been accepted as a Centenary Field subject to change of registered office address with Land Registry as title deeds address does not correlate to current registered office. Members approved SMBC being the registered office of Meriden Parish Council for the purpose of title deeds and Land Registry applications.

**IT WAS RESOLVED** Members approved the registered office of Meriden Parish Council to be recorded as The Council House for the purposes of Title Deeds and Land Registry application process. Proposed by RK seconded by JB.

**Action:** Clerk to contact Caroline Stockham, SMBC Solicitor to effect amendment and complete Land Registry form AP01 on parish council behalf.

## 10.7 Litter

Nothing to report.

## 10.8 Mobile Mast Update

Nothing to report.

## 10.9 Local Council Award Scheme

RW advised an interim audit with WALC of the LCAS application had taken place with a disappointing outcome that our current website and supporting evidence fails Foundation Quality Award. More work is needed to bring the website up to date including better use of the tool for PR, better accessibility for users and an overhaul of documents available currently on it. A working group is needed to get this concluded with the first meeting being Saturday 13<sup>th</sup> October 2018 10-11.30 a.m. The clerk offered apologies due to existing commitment.

**Action:** Working Group is RW, JB, FLS, ML, BB. The first meeting will be Saturday 13<sup>th</sup> October 2018 at the Pavilion between 10-11.30 am.

## 10.10 Meriden Public Transport

TFWM are undertaking a public consultation due to contract procurement post 2019. All Solihull routes are included but for Meriden the 82 and 89 service. There appears to be no change to routing of 82 service but timetable changes to provide additional service on the route.

For the 89 the proposal is to extend the roaming zone to pick up other rural villages so it is important for residents to comment. There will be drop in centres to learn more.

**Action:** Clerk to circulate consultation document to Members. Clerk to notify Meriden's Transport Action Group for their input.

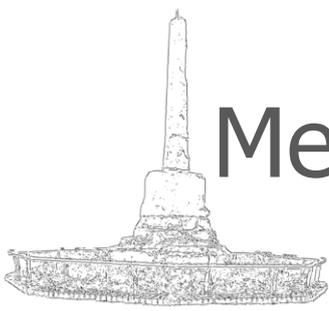
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## **11. Planning Matters**

### 11.1 Neighbourhood Planning Update

ML provided an update as follows:-

- The next NP meeting is 2<sup>nd</sup> October 2018
- Neil Pearce, Planning Consultant to attend meeting. BB has been sent emails to confirm mapping of walled garden tying in green space assessment.
- The pursuance of SMBC continues for suitable maps to be included in the NP document; cannot understand why this has been so hard to achieve for formatting of green spaces and heritage sites/buildings.
- BB to amend minutes; date of previous housing needs survey is noted as 2007 but actually it was undertaken by WRCC in the 1980's.
- Housing Needs Survey data was shared with Locality team who did not want it and had already completed the desk top survey. A discussion with WRCC as to how the survey may be used to influence and get the appropriate mix of housing from new developments.

**Action: BB to amend minutes; ML to contact WRCC; ML/NP to pursue SMBC for appropriate mapping.**

#### 11.1(i) Locality Funding Bid

- Awaiting outcome.

**Action: NP Group**

### 11.2 Neighbourhood Community/Ward Action Plan

Nothing to report.

#### 11.2(i) Highways Evidence

Please refer to item 10.5 Highways.

### 11.3 Solihull Local Plan Review

Nothing to report.

### 11.4 Planning Application Status Updates

Clerk reported current planning applications in process are:-

Marlbrook Hall Farm	PL/2018/02008/PPFL	Awaiting decision
Land adjacent to Bradmore	PL/2018/02536/PPFL	Awaiting decision (consultation expires 4/10/18)
75 Main Road	PL/2018/01566/PPFL	Withdrawn (historic data transfer)

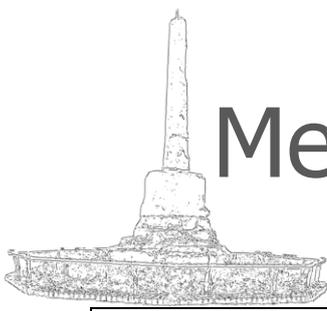
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Land SW Meriden Quarry Cornets End Lane	PL/2018/02524/MWMAJ	Awaiting decision (consultation expires 27/9/18)
Biomass Plant Meriden  <i>As reported QLG 10/9/18</i>	PL/2018/01671/EISCOP due to revision of build & plant use – new design due to non-construction of in-vessel composting.	<b><u>Await Application</u></b>
Cemex  <i>As reported QLG 10/9/18</i>	NEW recycling plant	<b><u>Await Application</u></b>
A & A Recycling  <i>As reported QLG 10/9/18</i>	NEW Hours of Opening 6-10 Mon-Fri 6-4 Sat & Sun	<b><u>Await Application</u></b>
NRS c/o OS Holdings  <i>As reported QLG 10/9/18</i>	NEW for transport workshop & offices ex Coleman Site	<b><u>Await Application</u></b>
Meriden Roundabout Signage – Main	PL/2018/02181/ADV	Withdrawn (7/9/18)
3 Olympus Close	PL/2018/02167/MINFHO	Approved (14/9/18)
155A Main Road	PL/2018/01997/PPFL resubmission due to land ownership of PL/2018/00531/PPFL.	Awaiting decision

**Action:** Clerk and Planning Committee (RW/RK) to monitor and process.

## 12. **Parish Council Development Day**

The next development day will incorporate LCAS working group on 13<sup>th</sup> October 2018.

## 13. **Annual Parish Assembly**

Nothing to report.

## 14. **Contested Election 2019**

RW advised that the date of open event for interested parish councillors is 28<sup>th</sup> January 2018 at the Council House, Solihull, specifically around the importance of a parish council.

## 15. **Councillor's reports and items for future agenda**

Nothing to report.

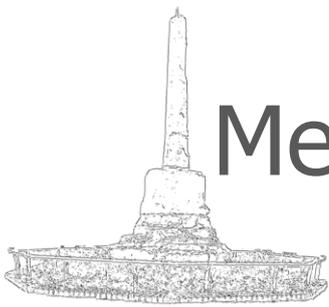
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*The Centre of England*

**16. Date of Next Meeting**

The next **Parish Council meeting** will be held on Monday 22<sup>nd</sup> October 2018 at 7.30 pm Venue: The Pavilion, Meriden Sports Park.

Apologies received from Cllrs M & P Lee due to pending commitment.

The meeting closed at 21.33 hours.

Signed ..... Chair Dated .....

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