



Minutes of the Parish Council Meeting held on 13th May 2019
Venue: Pavilion, Meriden Sports Park at 7.30 p.m.

Present:			
Cllr R Weaver RW	Chair	Cllr F Lynch-Smith	
Cllr J Barber JB	Vice Chair	Cllr M Woollard	
Cllr M Nunn		Cllr J Hughes	
Mrs B Bland BB	Clerk		

In attendance: Cllr D Howell.

1. Welcome & Apologies

Chair conveyed a warm welcome to newly elected Members and new parish councillors with introductions. Apologies received from Cllr Allsopp.

IT WAS RESOLVED Members accepted apologies from Cllr K Allsopp.

2. Public Participation

There were no members of the public present.

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 – 29th April 2019

The minutes of the Parish Council meeting held on 29th April 2019, 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 29th April 2019 were approved as accurate; proposed by Cllr Barber and seconded by Cllr Nunn.

5. Finance

5.1 May Payments

Clerk advised the early meeting and therefore payments be made week commencing 27th May; therefore approval for delegated powers for Chair and Clerk to make payments as requested to contractors/utilities/services. Members were also asked to approve salary payment to Mrs Bland on 24th May 2019.

IT WAS RESOLVED Members approved delegated powers to Chair and Clerk for purposes of invoice payments for May. Members also approved salary payment to Mrs Bland on 24th May 2019. Proposed Cllr Nunn and seconded by Cllr Barber.

Signed Chair **Dated**

5.2 Annual Governance & Accountability Return 2018/19 Part 3

5.2(i) Year End Internal Audit 2018-2019

Mike Spencer has undertaken internal year-end audit. The audit report circulated to Members prior to the meeting and approved by finance committee. There were minor recommendations at the interim audit which have been implemented in February. The overall assurance rating for year end 2018-19 is sound with minor risks identified. The Annual Internal Audit Report 2018/19 page 3 of 6 was completed by the internal auditor on 30th April 2019. Assistance was also given to the clerk for variance percentages and explanations. Chair thanked the clerk for closing year end and advised Members that finance committee have signed it off with all recommendations correct and in place. Therefore finance committee recommendation is for Full Council approval.

IT WAS RESOLVED Members considered and agreed finance committee recommendation for approval of year end 2018-19 internal audit; proposed by Cllr Barber and seconded by Cllr Lynch-Smith.

5.2(ii) Section 1 Annual Governance Statement 2018-2019

Chair read the Annual Governance Statement to Members for their verbal approval of individual processes for internal controls. There was full agreement from all Members present that the parish council had met its governance obligations.

IT WAS RESOLVED Members unanimously approved Section 1 Annual Governance Statement for year end 2018-19; proposed by Cllr Weaver and seconded by Cllr Nunn.

5.2(iii) Section 2 Accounting Statement 2018-2019

Chair advised that the Accounting Statement had been approved by finance committee and correlated to the year-end statement from Edge finance management information system. The clerk had taken finance committee through the variations of increases/decreases to previous financial year-end opening balances. Explanations were thorough and finance committee agreed the closing position. Therefore finance committee recommend Full Council approval.

IT WAS RESOLVED Members unanimously approved Section 2 Accounting Statement 2018-19; proposed by Cllr Barber and seconded by Cllr Lynch-Smith.

6. Progress Reports

All progress reports are deferred to 24th June meeting.

- 6.1 Village Hall Management Committee
- 6.2 War Memorials
- 6.2(i) Heritage Monuments & Memorial Funding
- 6.3 Meriden Pool
- 6.4 Allotments

Signed Chair **Dated**



- 6.5 Footpaths/Forum
- 6.6 Quarries Liaison Group
- 6.7 Solihull Area Committee
- 6.8 Tree Warden & TPO List
- 6.8 Community Surgeries
- 6.10 Community Speed Watch
- 6.11 HS2
- 6.12 Meriden Sports Park Quarterly Update (June 2019)
- 6.13 Meriden Sport & Recreation Trust Update

7. Clerk’s Report

7.1 Operation London Bridge
 Deferred.

8. District and Ward Councillor Reports

Deferred.

9. Correspondence & Communication

Nothing to report.

10. Meriden Village Matters

Deferred to next meeting.

- 10.1 Library Update
- 10.2 Village Commemoration WW1
- 10.2(i) WW1 Poppy Memorial Site
- 10.3 Meriden Gate
- 10.4 Taylor Wimpey (Transfer of Allotments/freehold land)

10.5 Highways

- The following update is received from Mr Chohan, Engineer, SMBC Highways. Please note drawing no. 8486 may be viewed with a request to the clerk:-

“Please see the email below from the Council’s street lighting regarding the Part Time 20mph speed limit on Fillongley Road, Meriden.

I attach a copy of drawing no. 8486 showing the scheme which becomes operational this week. Could you please visit the site ASAP and programme the flasher units at TS01 & TS04. The timetable inputted needs to correspond with the times the School Crossing Patrol previously operated at the site of the new zebra crossing.

TS02 & TS03 have now been installed on new lighting columns. Western Power Distribution will transfer the supply on to the new columns & will then advise the Council’s street lighting team when this has been undertaken.

Signed **Chair** **Dated**

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I will then let you know so you may return to upload the timetable onto these two remaining flasher units. Please let me know if you have any queries.”

- The following update from meeting with Paul Tovey, Cllr Weaver and Clerk as follows:-

Met for purpose of agreeing Service Level Agreement for Enforcement Officer. Interesting to learn that in first 6 weeks 270 observations for inappropriate parking have been logged.

SMBC contract – the CEO secured funding for 50% and the remaining 50% funded through precept increase. Keys times have been identified and there is initial good impact. Cllr Lynch-Smith asked about the comments from the public consultation and Chair confirmed positive support from residents.

The yellow lines refresh and new parking restriction lines to be in place within 2-4 weeks including loading bay.

Cllr Woollard asked about the install of the new 20mph speed limit on Fillongley Road and how this limit would be enforced. Chair replied Police enforcement and Speed Watch implementation with a willingness from SMBC to improve parking around Highfield and School. Phase 2 of parking restrictions will be applied to Highfield specifically removing parking on grass verges and Leys Lane. SMBC will welcome ideas so please forward to the clerk.

Action: All Members to look at options to improve Fillongley Road and support 20mph speed limit initiative. All ideas to be emailed to the clerk.

The following items are all deferred to next meeting.

10.6 Land Registry & Ownership

10.7 Mobile Mast Update

10.8 Local Council Award Scheme

10.8(i) Website

10.9 Meriden Public Transport

11. Planning Matters

11.1 Neighbourhood Planning Update

11.1(i) Locality Funding Bid

11.2 Neighbourhood Community/Ward Action Plan

11.2(i) Highways Evidence

11.3 Solihull Local Plan Review

11.4 Planning Application Status Updates

12. Parish Council Development Day

13. Annual Parish Assembly

Chair reported that she and Mrs Lee will be hosting the evening on 22nd May 2019 and would like all Members to be attendance for the launch of the Neighbourhood Plan.

Signed Chair **Dated**

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All groups in the Village will be contacted with invitations. Cllr Howell confirmed her attendance. The Neighbourhood Plan will be the focus of the evening specifically what it means, Regulation 14 consultation, Referendum, raising awareness and the community plan.

Action: RW/JB to email invitations, noticeboards, website, organise event and ensure promotion.

The following items are all deferred.

- 14. **Contested Election 2019**
- 15. **Councillor's reports and items for future agenda**
- 16. **Date of Next Meeting**

The next **Parish Council meeting** will be held on Monday 24th June 2019 at 7.30 pm
Venue: The Pavilion, Meriden Sports Park.

The meeting closed at 21.06 hours.

Signed Chair Dated