

Minutes of the Parish Council Meeting held on 16th September 2019
Venue: Pavilion, Meriden Sports Park at 7.30 p.m.

Present:

Cllr R Weaver RW	Chair	Cllr F Lynch-Smith FLS	
Cllr J Barber JB	Vice Chair	Cllr M Woollard MW	
Cll J Hughes JH			
Mrs B Bland BB	Clerk		

1. Welcome & Apologies

Chair welcomed Members after the summer break. Apologies received from Cllr Howell, Cllr Kipling due to holiday, and acknowledged Cllr Nunn's continued extended leave.

IT WAS RESOLVED Members accepted apologies from Cllrs Howell, Nunn and Kipling.

2. Public Participation

There were no residents in attendance.

3. Declarations of Interest

3a To declare any personal interests in items on the agenda and their nature.

Cllr Woollard declared a personal interest in a property currently in planning process as the owners are known to her.

3b To declare any prejudicial interests in items on the agenda and their nature

Nothing to declare.

4. Minutes of Last Meeting – 22nd July 2019

The minutes of the Parish Council meeting held on 22nd July 2019, circulated prior to meeting, were considered for accuracy of pages 1, 2, 3, 4, 5, 6, 7, 8, 9, 10,11 and agreed. All matters arising are included in agenda items.

IT WAS RESOLVED The minutes of the meeting held on 22nd July 2019 were approved as accurate; proposed by Cllr Barber and seconded by Cllr Hughes.

5. Finance

5.1 September Payments

Parish Council September payments amounting to £4105.04 circulated for Members consideration and approval. FLS queried Bullivant Media and requested explanation; RW confirmed this was part of the Neighbourhood Plan Regulation 14 public notification to be included in the public notice section of the Solihull Observer. The secured Locality Grant funding included for this cost.

IT WAS RESOLVED Members considered payments and approved £4105.04 for September. Proposed by Cllr Woollard and seconded by Cllr Hughes.

Signed Chair **Dated**

Clerk: Barbara Bland

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Sports Park September payments amounting to £3411.88 circulated for Members consideration and approval. FLS queried the abbreviation M & E; RW explained it was Mechanical and Electrical monthly checks to ensure the Pavilion building is maintained as a regular service meeting H & S compliance check list.

IT WAS RESOLVED Members considered payments and approved £3411.88. Proposed by Cllr Barber and seconded by Cllr Lynch-Smith.

5.2 Finance Committee Recommendation

RW advised that finance committee had met earlier this evening and advised the following:-

- Annual Governance Statement & Accounting

Littlejohn have raised error on transfer of year end balances Box 1 of AGAR brought forward for financial years 2017-18 and 2018-19 – clerk’s error. It is noted that the AGAR was sent back for amendment.

- External Auditor Report

The parish council disclosed it made proper provision during the year 2018-19 for exercise of public rights however in the previous year’s auditor certificate it was reported that it had failed to do so. Therefore the parish council should have answered no. It is therefore noted that the auditor’s report will advise inappropriate disclosure.

- Reconciliation Quarter 1

RW reported JB had undertaken the quarter 1 reconciliation for bank v. invoices v. reconciliation and signed off.

- Budget 2020-21

RW has asked committee members to consider projects and ideas for future planning. The committee will start scoping out formally at October’s meeting.

- Project Action Plan

Reserves have been identified and planning of how much/when/what are we doing/cost. A draft action plan was prepared by BB and this will be the basis of future project planning that will cross reference reserves identified. Also where funding is limited then external funding sources will be sourced to deliver community projects; to date the parish council has successfully secured 4 grants for Neighbourhood Development Plan and have submitted pre-submission applications to the War Memorials Trust to secure funding for the War Memorial and Cyclists Memorial for essential maintenance and repairs.

- A business plan is required to reference project action plan and identified reserves.

Action: Finance Committee

6. **Progress Reports**

6.1 Village Hall Management Committee

All good and the Big Picture Show starts next week with a Children’s Picture Show arranged for December.

Signed **Chair** **Dated**

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RW added that as a LA Governor at the local school she can promote the Children's Picture Show if information can be passed to her.

Action: RW to promote Children's Picture Show when she receives the information.

6.2 War Memorials

RW advised the positive meeting held in and reported to July's meeting regarding the transfer of the War Memorial continues to progress with each party's legal team drafting Transfer Deeds. The parish council's legal advisors suggest environmental and land searches as belt and braces and Members are requested to consider and approve the additional legal cost of £550. RW added that for future generations and any new parish council that takes over the responsibility of ensuring the Memorial's sustainability this is a worthwhile exercise.

IT WAS RESOLVED: Members considered the request and agreed the long term benefits to the parish council and Meriden community to enable sustainability of the community asset; Approval proposed by Cllr Weaver and seconded Cllr Barber.

6.2(i) Heritage Monuments & Memorial Funding

Chair advised BB has submitted two Grant pre-application submissions for funding of essential maintenance and repairs of the War Memorial and Cyclists Memorial. There is also the opportunity to apply for small grants claim for 20% of the total cost. For Remembrance Sunday there is a need to clear weed and overhanging trees and shrubbery; a quotation for this work has been received from a local tree surgeon working to SMBC's tree officer specification for £450. A quotation to be obtained from two local contractors for weed spraying of site. Members are therefore requested to consider and agree this cost ahead of any grant being secured.

IT WAS RESOLVED: Members considered and approved the cost of £450 for the purpose of Memorial Site tidy and removal of overhanging trees and shrubbery. Proposed Cllr Woollard and seconded Cllr Barber.

Action: BB to contact WALC regarding small grants funding of 20% of cost. Quotation to be obtained for weed spraying site.

6.2(ii) Remembrance Sunday 10-11-19

RW reported that the reserves identified an approved project from this year's budget for Event Poppies to be placed on all lamp-posts leading from The Green to Church Lane at commencement of Poppy Appeal. Members agreed to this and acknowledged the order to Royal British Legion Poppy Appeal for the order of Event Poppies and Wreaths.

Mr P Lee has applied for road closures of Main Road and Berkswell Road and the applications are in process. Mr Lee continues to organise the Event and requests volunteers for steward duties.

Signed Chair **Dated**

FLS will be attending the Civic Service at St Alphege Church, Solihull, representing Meriden.

Action: BB to order Event Poppies/Wreaths and count lamp-posts; BB & JB to volunteer as Stewards; BB, JB, PL to organise Event Poppies on lamp-posts.

6.3 Meriden Pool

RW advised that an email received from Ben Wood, Assistant Ecologist from SMBC, that after visiting the Pool he confirms the holly hedge is establishing well but is suffering from neglect and in need of weed clearance before it is lost. BB explained that the Friends Group requested spraying and were advised this would be taken care of; in fact with the liner that was laid prior to planting, were assured this would be adequate. An email to be drafted to Public Realm Team for their assistance and recommendations. BB was requested to get quotations from contractors for the purpose of spraying and maintenance.

Action: BB to obtain quotations for spraying and maintenance.

6.3(i) Friends Group

The Friends Group met and discussed future planning for the Pool including maintenance, trees, ivy removal, litter (including plastics), signage for no boating/no fishing and wildfowl feeding. The path has been improved with additional chippings being laid by Friends, Volunteers and Rangers. More work is required but without necessary tools this becomes difficult to manage. Ideas for future planning to be brought to next meeting which is arranged for 12th November at 3.30pm.

Action: BB to liaise with Friends Group.

6.3(ii) Management & Funding

Funding is to be sourced from local organisations with a letter request for donations to the Pool Project for tools and workwear. JB suggested a letter be drafted to Epyx for their support and an offer for Team Building Volunteer day to assist with the maintenance of the Pool.

Action: BB to contact Epyx. Friends Group to write to local organisations requesting their support.

6.4 Allotments

Nothing to report.

6.5 Footpaths/Forum

Residents complaints received that the footpath to the Severn Trent reed beds and sewerage works needs cutting back; also the Maxstoke Lane footpath to the A45. FLS requested the map that Steve Hawley had sent through, previously circulated but not received.

Action: BB to report footpaths to SMBC and forward map to Cllr Lynch-Smith.

Signed Chair Dated

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6.6 Quarries Liaison Group

Chair advised the next meeting has been postponed to 23rd September 2019.

6.7 Solihull Area Committee

Chair reported the next meeting is 23rd October 2019. Guest Speakers will be the Police Rural Team headed by Sgt Thompson. It was noted that the meeting has been moved to Catherine De Barnes Village Hall.

6.8 Tree Warden & TPO List

Nothing to report.

6.8 Community Surgeries

There were no resident attendees at August surgery and September surgery was cancelled due to annual leave, however the following update is given on resident complaints/comments received outside of surgeries:-

Community Surgery 5th August 2019 – Hosted by clerk, Bruce Brant and Cllr Weaver at the Library. There were no resident attendees.

- **Catch up regarding previous actions:-**
- Residents concerns regarding Maxstoke Lane activities.
Action: Raised at Locality by Bruce Brant and Cllr Weaver. Sgt Thompson and Bromford Housing meeting with residents.
- Resident concerns regarding Winspear.
Action: Bromford Housing & Sgt Thompson met with residents 29/7. A tenancy agreement to be drafted and residents adopt regarding behaviours and what is/is not appropriate.
- Arden Close new lighting column will not be installed due to resident feedback.
- Fillongley Road chicane removed temporarily to assess impact of making permanent.
Action: David Keaney
- Old Road leading to Queens Head – overgrown vegetation requires cut back from sight lines and pedestrians.
Action: Bruce Brant
- A45 Footpath from Maxstoke Lane needs cutting back; contact Packington regarding trees.
Action: Bruce Brant.

Community Surgery 9th September 2019 cancelled due to diary commitments and annual leave

Outside of surgery, clerk contacted as follows:-

- Resident concerns regarding service 89 and community transport post October 219. Meeting requested and confirmed 3/9/19.
Action: Jon Hayes and Kieron Bridges TfWM to meet parish council representatives.

Signed Chair **Dated**

- Yellow lines and traffic calming Phase 1 and Phase 2. Phase 2 likely 2020 budget.
Action: Awaiting meeting dates from Paul Tovey.
- Resident concerns regarding sewerage in field and ditches potential coming from Woodland View. STWA notified and await inspection report.
Action: Referred to Cllr Howell to meet with landowner.

6.10 Community Speed Watch

Cllr Barber advised Cllr Howell has taken up the issue of not being able to get the Police Team to commit to dates or indeed re-establishing speed watch in Meriden. It is noted that there is good support for Hampton. Volunteers are losing interest as they attended training in February and March 2019. Sgt Thompson was contacted on 26th July without reply; Alana Hanley was contacted on 27th July without reply. RW advised that she is attending the Locality East meeting and will raise our dissatisfaction.

Action: Cllr Howell to report back at next meeting. Cllr Weaver to raise at Locality East meeting.

6.11 HS2

RW advised that HS2 engagement team will be attending the October meeting to present updates of current works. JH advised that a planning application has been received from Park Lane Lorry Compound with a re-route via Meriden.

Action: JH to liaise with planning and draft response.

6.12 Meriden Sports Park

Nothing to report.

6.13 Meriden Sport & Recreation Trust

FLS reported Trustees have been looking at how funds are doing and there have been 4 applications for small grants programme for organisations and individuals.

7. Clerk's Report

All included in meeting content with no questions from councillors.

7.1 Operation London Bridge

RW advised response from Monitoring Officer confirming SMBC has developed a protocol but this is specific to the role of Mayor and Civic Protocols; with no arrangements to lead on formalities for parish and town councils who are expected to develop their own protocols. The recommendation from SMBC is to take advice and guidance from NALC.

Action: Clerk to check with other parish councils; RW to look into protocols and adapt Policy for Meriden.

8. District and Ward Councillor Reports

Nothing to report.

Signed **Chair** **Dated**

9. Correspondence & Communication

Nothing to report.

10. Meriden Village Matters

10.1 Library Update

RW advised we are meeting Library representatives on 19th September 2019 to receive update from SMBC property and library services regarding final costings, match funding, potential for parish council office and archive storage on first floor and better use of the library offer to residents.

Action: RW to report provide update at next meeting.

10.2 Village Commemoration WW2

Nothing to report.

10.2(i) WW1 Poppy Memorial Site

Nothing to report.

10.3 Meriden Gate

Nothing to report.

10.4 Taylor Wimpey (Transfer of Allotments/freehold land)

Nothing to report.

10.5 Highways

RW advised we still await Paul Tovey dates for meeting to discuss current situation, Fillongley Road traffic calming and phase 2 ideas for traffic calming measures.

Action: Clerk to email Paul Tovey.

MW advised that there is no improvement to the deliveries to the Co-Op via Arden Close; neither is there any action on the potholes and unlevelled pavement caused by delivery lorries mounting pavement.

Action: BB to contact Sam Buxton, Co-Op Regional Manager.

Members further discussed the parking issues around the Village which included:-

- Inappropriate parking causing obstruction at top of Leys Lane and Service Road leading onto Alspath Road from Leys Lane. Double yellow lines required and perhaps bollards to prevent parking on pavements.
- Highfield verges being rutted due to parents parking off road – request for bollards/wooden posts.
- Cars are parking under commemorative trees on verges Fillongley, Kittermaster and Archery Roads. This needs sorting out as grass is an eyesore
- Disabled residents living in Kittermaster and Archery struggle with parking accessibility and the grass matting laid is ineffective.
- RW reported the Enforcement Officer initiative is working and the parish council await income generated from parking fines from SMBC.

Signed Chair **Dated**

Action: RW/BB to raise all the above with Paul Tovey.

10.6 Land Registry & Ownership

Nothing to report.

10.7 Mobile Mast Update

RW advised there is a National consultation for 5G network and urges Members to respond. Key issues to be included are 5G does not give account of radio activity; and should not be installed near schools.

Action: MW to respond on behalf of parish council.

10.8 Local Council Award Scheme

Nothing to report.

10.8(i) Website

A meeting to be arranged to go through website to ensure content accurate and up to date.

Action: Cllr Barber and clerk to arrange meeting.

10.9 Meriden Public & Community Transport

RW reported that she and the Clerk had met with Jon Hayes TfWM Head of Network Delivery and Kieron Bridges to receive update on service 89, community transport and other associated changes to the transport network serving Meriden. It was a positive meeting with resident representative Mrs Mills attending. Concerns were raised regarding the community and 89 buses.

TfWM confirmed that there to be no changes to the community transport or 89 services. Contracts have been awarded for the next 12 months to 1st October 2020. The services will continue to be evaluated and may be subject to a charge of £1.79 per passenger. The community transport service is well used and popular with bookings regularly exceeding seats available. The service to Coventry Mobility Centre continues. Additional service for Meriden is the old 82 route that is now the X20 which still goes to Solihull but now continues onto Shirley and Stratford Upon Avon. The future geography of the services may alter but there is genuine commitment to continue providing Meriden residents with a good network of transportation. There is a need to promote 89 service that now serves Balsall Common Surgery and Solihull Hospital.

Mrs Mills requested the addition of either community or 89 services routing to Chelmsley Wood Shopping Centre which TfWM promised to look into. A public meeting to be arranged to share new routing with users and provide updates.

Action: BB to continue dialogue with TfWM and arrange public drop in session to receive update on new routes and services (probably November when new information/timetables are printed).

Signed Chair **Dated**

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10.10 Arden Tree Scheme

Nothing to report.

11. Planning Matters

11.1 Neighbourhood Planning Update

RW advised that the draft Neighbourhood Plan is out to Regulation 14 consultation and may be found on line. The Team is looking for a drop in date in October either 5th or 12th for residents to participate in the consultation process. The Pavilion and Library have copies of the draft Plan displayed. If the Government approves then it could go to Referendum May 2020. The Housing Needs and Ecological Surveys that sit within the consultation documents are worthy of reading.

JH formally thanked the Working Group who have produced the Neighbourhood Plan and RW said she would pass this on.

Action: RW to liaise with Working Group and confirm public drop in dates for October.

RW reported that the parish council is now in receipt of the Deed of Dedication for the Village Green which completes the legal protection of the site. A form RX1 to be completed for Land Registry which is an application to enter a restriction and register the Deed of Dedication.

Action: BB to complete RX1, raise cheque for £40 and send to Land Registry.

11.1(i) Locality Funding Bid

Nothing to report.

11.2 Neighbourhood Community/Ward Action Plan

Nothing to report.

11.2(i) Highways Evidence

Nothing to report.

11.3 Solihull Local Plan Review

Nothing to report.

11.4 Planning Application Status Updates

STATUS OF PLANNING APPLICATIONS RECEIVED August 2019		
Address	Planning Application	Status
Marlbrook Hall Farm	PL/2018/02008/PPFL	Approved
Fenjohn Eaves Green Lane	PL/2019/01239/PPFL	Awaiting Decision

Signed Chair **Dated**



Meriden Solihull CV7 7JL	Conversion and extension of garage to form a new dwelling annex.	
Marlbrook Hall Farm	PL/2018/02233/PPFL	Approved
The Elms 180 Main Road Meriden Solihull CV7 7NG	PL/2019/01201/MINFHO Replacement of outbuilding/double garage and static caravan with brick built garage/summer room to the rear of garden.	Approved
Meriden Quarry (Cornets End Farm)	PL/2019/01035/EIASCR Screening opinion in respect of proposed quarry for sand extraction	Unknown - EIA Screening Opinion
<p>I can confirm that the request for a screening opinion relates to a potential proposal for new mineral extraction beyond the existing quarry boundary, to the south-east along Cornets End Lane. Apologies that you couldn't access the relevant documents - I had deliberately not made them public initially because, whilst the Council's screening opinion itself goes on the public register once issued, I wasn't sure if the plans and documents provided to the LPA in connection with a request for a screening opinion should also be in the public realm. There doesn't seem to be anything on this point in the Regs but having consulted colleagues we have concluded that there is no reason why the documents should not be made public, so I will change their status so they can be viewed on the internet - but for your convenience, they are also attached to this email.</p>		
Park Lane/Waste Lane Berkswell Solihull	PL/2019/01276/HS2DIS Development authorised by the High-Speed Rail (London-West Midlands) Act 2017 relating to submissions under Schedule 17 (6) for approvals of Lorry Routes (LR): A452 Park Lane compound (Leave A45 roundabout, A452 southbound, exit A452 at Park Lane to site access) and B4101 Waste Lane Compounds (Leave A45 roundabout, A452 southbound, exit A452 onto B4101 Waste Lane to site access) for the enabling works	Awaiting Decision Application gone to Planning Committee
Meriden Quarry Cornets End Lane Meriden Solihull CV7 7LG	PL/2019/01395/VAR Variation of condition No. 2 of Review of Minerals Permissions 1997/0535 (PL/1997/00168/RM) dated 22.01.1998; namely: to allow	Withdrawn

Signed Chair Dated



	sand and gravel extraction within the area edged red on the submitted location plan, until 27.09.2027.	
4 Wyatt Way Meriden Solihull Solihull CV7 7SJ	PL/2019/01822/MINFHO Single storey rear extension. Consultation Expiry Date: 2 August 2019	Meriden Parish Council objects and comments as follows:- - Reduces garden space in a high density housing development in a rural environment. - Detracts from original design statement. - Loss of parking. - Loss of garage and displacement of parking onto shared space. APPROVED
20 Glovers Close Meriden Solihull CV7 7PB	PL/2019/01682/MINFHO Removal of 2 small flat roof dormers and construction of 1 No. flat roof dormer to front roof slope. Consultation Expiry Date: 22 July 2019	MPC Recommends Left To Neighbour Notification APPROVED
Land Next To 75 Main Road Meriden Solihull	PL/2019/01106/PPFL Demolishing of existing and erection of detached dwelling. Consultation Expiry Date: 25 July 2019	Meriden Parish Council objects and comments as follows:- Change of street view - Loss of light to neighbouring properties - Light pollution from velux windows - Loss of privacy to neighbouring properties - Garages - back entrance to be widened to accommodate vehicles but this cannot be widened due to sub station - If garage is build - no way can cars access - Displacement of vehicles - Double yellow lines on Fairfield Rise - WRCC Housing Needs Survey 2018 states the

Signed Chair Dated



		village does not need this size of dwelling - No Bat Survey undertaken; Ecology of existing area of trees - Unacceptable density of housing - Fairfield Rise is used as delivery route to rear of Co-Op therefore highway impact.
7 Fairfield Rise Meriden Solihull CV7 7NP	PL/2019/01896/MINFHO Single storey rear extension	Awaiting Decision
The Firs Maxstoke Lane Meriden Solihull CV7 7NT	PL/2019/01775/TPO Fell to ground level and treat 1 No. ash tree (T4), crown lift by 4m 5 No. Norway maple trees (T7, T8, T9, T10 & T11), remove dead wood on 1 No. Norway maple tree (T13), crown lift by 3m 1 No. laburnum tree (T18), crown lift by 4m 1 No. silver maple tree (T19), cut back from building by 2m 1 No. ash tree (T21) and 1 No. oak tree (T22).	Withdrawn
63 James Dawson Drive Millisons Wood Solihull CV5 9QJ	PL/2019/01825/MINFHO Single storey solid roof extension to the rear elevation. (WxDxH) 4m x 3m x 3.5m Used for living space. Large window and french doors out to the garden.	Approved
Meriden Quarry Cornets End Lane Meriden Solihull CV7 7LG	PL/2019/01964/CLEUD Certificate of lawful development for existing use of at plant B.	Approved
Meriden Quarry Cornets End Lane Meriden Solihull CV7 7LG	PL/2019/01963/CLEUD Certificate of lawful development for existing use of a ready mix concrete plant A.	Approved

Meriden Parish Council - Planning Applications current status – 12/09/2019

Signed **Chair** **Dated**

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JH reported that he had met with Mrs Parker and BB regarding latest applications for quarry. He advised that the parish council felt unsupported by SMBC and requested Members consider using professional assistance for all future quarry applications. In County Councils there is a Minerals Specialist and there is an example of Staffordshire County Council placing a condition on all their quarry operators to part fund said Specialist. A letter has been sent to Mr Page, SMBC CEO, making recommendations for a similar model to be adopted; a letter has also been sent to Ms Brereton regarding anomalies with woodland removal associated with the latest NRS planning application, however we have since learnt that this application has been withdrawn.

There have been further complaints received from residents regarding air quality and dust. A follow up conversation is needed with Cllr Howell and Sangeeta Leady, Public Health Director, as Meriden had been identified for dust/air quality monitoring as part of SMBC's drive for cleaner air.

A suggestion for FOI (Freedom of Information) request to planning for last 10 years planning applications and those applications for change of use/variation of condition/certificate of lawfulness and all other retrospective approvals, for the purpose of cross referencing past, current and future works.

RW advised she had contact with someone from WCC who may be able to suggest a person with the necessary specialist knowledge for the parish council to use. Also a request to BB to contact John Crossling, Country Officer for WALC, to identify anyone used by other parish/town councils.

Action: JH to follow up letters to Mr Page and Ms Brereton; RW to contact WCC for specialist support; BB to contact John Crossling regarding WALC advisors.

12. Parish Council Development Day

Nothing to report.

13. Annual Parish Assembly

Nothing to report.

15. Councillor's reports and items for future agenda

Nothing to report.

16. Date of Next Meeting

The next **Parish Council meeting** will be held on Monday 21st October 2019 at 7.30 pm Venue: The Pavilion, Meriden Sports Park.

Chair thanked Members for their attendance and closed the meeting at 21.13 hours.

Signed Chair **Dated**