



Meriden Parish Council

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Minutes of the Parish Council Meeting held on 25th April 2016
 Venue: Pavilion, Meriden Sports Park at 7.30 p.m.

Present:			
Cllr M Lee	Chair	Cllr M Nunn	
Cllr R Weaver	Vice Chair	Cllr F Lynch-Smith	
Cllr R Kipling			
Cllr P Lee		Mrs B Bland	Clerk

There were 4 members of the public present and Councillor Bell.

1. Apologies

Apologies received from Cllr Barber due to family commitments, Cllr Haque on holiday and Cllr Allsopp attending SMBC committee meeting.

IT WAS RESOLVED Apologies were formally recorded and reasons for absence accepted.

2. Public Participation

A resident raised concerns regarding the proposed development of two 4-bed dwellings on the site of the old garage, Birmingham Road. He was dismayed that the Parish Council had not made a formal response and urged Councillors to do so. The proposed development is not what has been identified and will tower over the Old Pound Cottage and dwellings in Maxstoke Close.

Cllr Weaver replied that the Parish Council would be formally responding opposing the proposal on the grounds of not meeting identified local need of single storey dwellings; not identified in Parish Plan or Visual Design Statement; not in line with the discussions with either planning colleagues or the developer previously; not supporting an increased aging population for residents to downsize and remain close to family networks.

Action: Cllr Kipling to draft a formal response opposing the latest planning application for this site development in accordance with above.

3. Declarations of Interest

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

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

4. Minutes

The minutes of the Parish Council meeting held on 21st March 2016, circulated prior to meeting, were considered and agreed.

Signed **Chair** **Dated**

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IT WAS RESOLVED Cllr Kipling proposed acceptance of the minutes of Parish Council meeting held on 21st March 2016, seconded by Cllr P Lee.

5. Finance

5.1 Approve April Payments

The clerk circulated payments for consideration and approval; and asked Members to note that expenditure included unpaid March invoices received after year end.

IT WAS RESOLVED Cllr Weaver proposed approval of April payments of £6,139.46 for Parish Council and £3,735.76 for Sports Park, seconded by Cllr M Nunn.

5.2 To consider Internal Auditor

The clerk recommended Members approve Michael Spencer to undertake the internal audit for financial year 2015-16.

IT WAS RESOLVED Members unanimously approved the appointment of Michael Spencer as Parish Council internal auditor for financial year 2015-16.

5.3 New Financial Regulations/Audit/Transparency/Policies

The clerk reported that this is with finance committee and remains a work in progress.

Action: Finance committee to undertake review of all finance policies and regulations in accordance with WALC recommendations for Audit/Transparency policy.

5.4 Year End 2015-16

The Clerk advised that year end was completed and the integrity checks and VAT reconciliation will be carried out with the support of Edge. Cllr Weaver advised that there had been a catalogue of errors by Barclays with the transfer of funding between accounts to achieve year end closure. The clerk has lodged a formal complaint and is due to meet the Account Manager on 28th April to talk through issues and explore the transfer of accounts to Unity Bank, recognised by Parish Councils as being more “parish council friendly” to accommodate its requirements of operation.

Action: The clerk will continue to conclude year end processes and update Barclays meeting and complaint.

6. Progress Reports

6.1 Village Hall Management Committee

Cllr Lynch-Smith reported bookings are going well.

6.2 War Memorials

Nothing to report.

6.3 Meriden Pool

The Clerk reported that the Pool wall works had been completed by SMBC.

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Further works to be undertaken. Improvements for inclusive accessibility to be made by way of a new footpath and dipping platform.

Action: The clerk to continue liaising with SMBC officers and community engagement officer for volunteer clean up.

6.4 Allotments

All allotments are rented with new tenancy agreements, invoices and letters sent to all allotment holders. Rents are being received.

6.5 Footpaths/Forum

Nothing to report.

6.6 Quarries Liaison Group

Nothing to report. The next quarterly meeting will be held in June.

6.7 Solihull Area Committee

Cllr Weaver reported the guest speaker talked about defibrillator machines. The initiative has been supported by WALC. This company provides 5 year contracts with training included. There is a government funded grant scheme promoted by the British Heart Foundation with a current release of new funding for 2016-17. Member discussion considered liability when providing patient support using the equipment (no liability as this is covered by "good Samaritan"); also use of the Parish's telephone boxes (which will need an electrical feed); and the site being Sports Park for equipment storage.

Action: Cllr Weaver will look for funding. Cllr Weaver put on Sports Park Directors agenda

6.8 Tree Wardens & TPO List

Nothing to report. The Oak Tree application will be covered under item 12.3 planning updates.

6.9 Community Surgeries

The clerk hosted a Community Surgery with Neighbourhood Co-ordinator on 11-04-16 and the following issues were raised:-

1. Birmingham Road and Coronation Island significant breaking up of highway surface.
Bruce Brant advised a temporary surface was to be put down as an interim measure and full resurfacing works is programmed for 2016-17. To be advised. Clerk requested full programme of works dates to be placed in Meriden Magazine for residents to be updated and their concerns actioned.

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2. Biomass Plant proposal – residents advised of public meetings to be hosted by Beechwood on 19th and 26th April at Pavilion.

Other Neighbourhood issues discussed:-

- Neighbourhoods in Bloom 2016 – judging early July. Wyevale are main sponsors.
- Business Partnerships. Assistance with Development Plan by SMBC Forum co-ordinator that will link to neighbourhood planning, business engagement and obtaining list of businesses in Meriden Parish.
- Sarah Jones and volunteers for Pool tidy.
- Wyevale donations of fruit trees and bushes.
- New planters via Newland Bishop as part of Ward Action Plan.
- Meriden Pool hedge replacement via Ward Action Plan.

A beat Surgery was hosted by PCSO Tim Abbott on 4th April in the Library. It should be noted that due to an incident in Knowle and PC Harrison on paternity leave, there was a shortage of staff with a queue of 8 residents waiting from 11 am. The clerk contacted Sgt Lloyd and he requested PCSO Abbott to attend; however when residents heard it was “only going to be a PCSO attending” 6 left without sharing their concerns.

The perception of what a PCSO does and the fact a PCSO is not a “volunteer” needs to be addressed for future surgeries. The main concerns raised comprise drug paraphernalia litter in Eaves Green, Alspath and Arden, particularly down walkways and garages. Also dangerous parking in Millisons Wood. A joint community and beat surgery is arranged for 9th May in the Library to trial a better approach.

Action: The clerk will continue to monitor.

6.10 Community Speed Watch

Nothing to report.

6.11 Meriden Sports Park (quarterly summary only)

Cllr Weaver provided a brief overview as follows:-

- Directors meeting deferred to May;
- Changeover from football to cricket season;
- Interest in holding cricket friendlies by local clubs;
- Interest in hiring Pavilion by local group to trial Vintage Sunday afternoon teas;
- In partnership with the Parish Council, remedial works have commenced to areas of wear and tear in the children’s play area, replacing with a mulch and wet pour surface, together with the installation of one item of springer play equipment and two items of exercise apparatus to complete the training circuit that concludes phase 1 of the improvement works. Phase 2 will be undertaken in 2017.

Signed Chair Dated

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7. Clerk's Report

Due to annual leave and Easter no report was available but actions are reflected in content of agenda items.

8. District and Ward Councillor Reports

Cllr Bell reported that James Carpenter had offered to attend Parish Council meeting to discuss how a parish council can be more involved with the planning process. Unfortunately James Carpenter was invited to attend the Development Day arranged for 30th April, but is unavailable. An alternative date is to be agreed.

The Local Plan is on-going; Balsall Common is subject to identified development sites. Berkswell has proposed a site adjacent to Berkswell Quarry as a suitable development site but this has been met with opposition from Hampton and Meriden parish councils, and was not received well at SMBC. Currently the Local Plan has identified 340 sites of where housing is needed and is under evaluation however Balsall is likely to receive the most with significant impact to neighbouring parishes.

Cllr Lynch-Smith asked if there is a saturation point as there cannot ever be enough. Cllr Bell replied that saturation is dependent on infrastructure. There is a need to cooperate with the Central Government to meet demand and for the Borough this means 4,000 additional houses; however this could increase to 6,000 but SMBC may attempt to reduce numbers.

9. Correspondence & Communication

- HS2 High Speed Rail (London – West Midlands) Bill: Amended Bill to include Clause 48 for the compulsory acquisition of land for regeneration or relocation and Clause 65 for vocational qualifications to be obtained in each financial year in connection with HS2 construction.
- A letter of acknowledgement and thanks from 1st Meriden Scout Group for donations to flag raising duties and first aid training.
- Invitation to attend the Investiture of the Mayor at the Council Chamber, Civic Suite.
- Public Protection Business Newsletter from SMBC regarding food hygiene awareness and refresher training courses.

10. Meriden Village Matters

10.1 Library Update

Nothing to report.

10.2 Village Commemoration WW1

Chair advised that April events went well however local support was disappointing.

10.3 Meriden Gate (transfer of freehold of land known as Meriden Sports Park)

Nothing to report.

Signed **Chair** **Dated**

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

10.5 Highways
Nothing to report.

10.6 Land Registry & Ownership
Nothing to report.

10.7 Solihull Neighbourhoods in Bloom & Heart of England in Bloom 2016
The Clerk advised that there is a lack of volunteers. The next meeting is 27th April. A request from WW1 committee for the planting of two oak trees donated by Mr Lole has been considered and suitable sites are identified as the corner of Leys Lane and Mulberry Gardens allotments linked to Memorial Approach; a plaque and information board to be provided linking the two sites; and the newly created open space at Meriden Gate to sit alongside the other two commemorative trees planted last year for the WI and Queen’s Birthday.

Action: The Clerk to continue planning with Bloomers Group for 2016.

10.8 Litter
Nothing to report.

10.9 Mobile Mast Update
Nothing to report.

10.10 Local Council Award Scheme
Nothing to report. In process with finance committee and will be picked up as part of Council Development Day on 30th April.

Action: All Members.

10.11 82 Bus Route & Failure of Service
Cllr Nunn reported that the trialled questionnaire in Meriden has resulted in the service being branded “unreliable and infrequent”. More work is required to maximise user input with questionnaires to be completed by Millisons Wood users including Meriden Business Park employees.

Action: Cllr Nunn to continue piloting questionnaires and survey.

10.12 Street Association Project
Chair read the following update received from Martin Graham as follows:-
“Dear all, I’m delighted to be able to tell you that we had a very successful launch of the Allopath Road street association last Saturday.

Signed **Chair** **Dated**

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We danced with death with the weather (!), with a mixture of sun and - as you will see from the second picture - a snow storm! But it all worked out fine and about 40 residents, including children, came through during an hour and a half.

Amazingly, 23 adults have said they want to be part of the core group and we are meeting for the first time this Thursday evening - a stellar response! We'll see how many come, but there is certainly a lot of goodwill towards doing something together.

Interestingly, from our baseline survey, no less than 20% told us that they experience loneliness and/or isolation and 41% had no real friends on the street. So we're taking this forward from a low base of community engagement. Many thanks for helping to facilitate this."

11. Solihull Partnership Forum

Nothing to report.

12. Planning Matters

12.1 High Speed Rail Bill Petition in the House of Lords

Cllr Weaver advised that she and the clerk had completed the House of Lords petitioning process for HS2 mitigation for noise, traffic, accessibility and associated building. All mitigation clauses have been completed by Meriden/Hampton/HAG. It was a laborious process and each component had to be completed for acceptance by the House. Cllr Weaver is now registered as an Agent, but Cllr Lloyd has offered to act as Agent for Meriden as well as Berkswell. Additional mitigation for the re-siting of Bickenhill Civic Amenity site not to be in Meriden as part of the deal done by Packington/HS2/SMBC. Cllr Bell advised he would be following this up and provide an update at next meeting.

Cllr Weaver further advised that a public 10 day notice advising of the petition is requirement of the House of Lords formal process. Additionally Members unanimous opposition was to be recorded retrospectively at May's meeting to conclude petitioning process.

Action: Cllr Weaver to oversee conclusion of HS2 petitioning process.

12.2 Neighbourhood Planning Update

Cllr Weaver advised that the questionnaires were ready and in print. Posters are displayed in noticeboards and website, and will be included in the Meriden Mag advertising that the questionnaire will be distributed to all households shortly.

Action: Cllr Weaver will project manager and steer the group to meet deadline of end April public consultation going live.

12.3 To receive update and status on Planning Applications

The clerk circulated planning status for information and comment.

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Cllr Kipling as Chair of Planning Committee went through the status of each application; comments were requested from Members so a formal response can be forwarded to SMBC planning officers.

Planning Committee membership comprises Cllrs Kipling, Lynch-Smith, Barber and Nunn. Discussion surrounded when the Committee should meet and it was suggested a planning committee be held 30 minutes before the start of each full council meeting to maximise attendance.

PL/2016/01077/PPFL New		67 Strawberry Fields Meriden	Change of use from unused land to residential garden land.
PL/2016/01018/MINFHO New		3 Bonneville Close Millisons Wood	Extend existing garage forward by 2.6m (in line with front wall of house) replace flat roof to garage with pitched roof and part convert garage at rear.
PL/2016/00908/MINFHO New		17 Armarna Drive Millisons Wood	Two storey side extension over garage to provide fourth bedroom with ensuite to first floor and larger kitchen diner with downstairs WC to ground floor.
PL/2016/00887/TPO Waiting		21 Grace Road Millisons Wood	Fell 2 No. Oak Trees, Crown reduction of 2 No Oak and 4 No Birch Trees by 9m.
PL/2016/00722/MINFDW Waiting		Caravan Storage Land Birmingham Road Meriden	Erection of 2 No 4 bedroom dwellings
PL/2016/00281/MINFHO Approved		Le Rocher 182 Main Road Meriden	Single storey rear extension.
PL/2016/00424/PPFL Approved		Meriden Landfill Site Meriden Quarry Cornets End Lane Meriden Solihull	Siting of additional portakabins to provide canteen, offices, training and meeting rooms, toilets and shower facilities; additional Nissen hut workshop; associated concrete hardstanding.
PL/2015/52907/PPFL Approved		Hollyberry End Meriden CV7 7HP	Proposed agricultural building to accommodate goats
PL/2016/00282/MINFHO Approved		Astley Fold 192 Main Road Meriden	Two storey side extension

Signed Chair Dated

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PL/2015/52702/CLEUD Waiting		Fairview Harvest Hill Lane Meriden	Certificate of Lawfulness for existing use of site with caravan for residential use.
PL/2015/52078/PPFL Approved Consultation: MPC & Avon Planning site visit & comments submission 23-11-15.		Meriden Quarry Cornets End Lane Meriden	Construction of an in-vessel composting (IVC) facility, biomass energy facility and waste water treatment plant including 3 no weighbridges, weighbridge office, 2 no car parks, coach park, outside learning space and office/education facility.
PL/2015/51646/PPFL WAITING		157 Main Road Meriden CV7 7NH	Demolition of existing warehouse building; erection of five terraced dwellings; laying of hardstanding; formation of car parking facilities; provision of shared amenity space and all ancillary works.
PL/2015/51447/PPFL WAITING		Brailes Barn Fillongley Road Meriden	Extension to agricultural barn.
		There is no update from Helen Ellison regarding enforcement visit to News Express regarding bricked up windows and upon her inspection, building has not been done to approved plans.	

Action: Cllr Kipling to (i) formally respond to all new planning applications; (ii) set up monthly committee meetings.

12.4 Update of Old Garage & Caravan Storage Site, Birmingham Road

This item was covered under item 2 public participation.

12.5 Unlawful Caravan Storage Site

Nothing to report.

12.6 Land for Burial – Cllr Lynch-Smith

Nothing to report.

12.7 Copse & Bridleway – change of use from unused land to common land

Nothing to report.

12.8 Community Right to Bid & Asset Register

Signed **Chair** **Dated**

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Nothing to report; however Cllr P Lee requested clarification on the queries raised on the asset register.

Action: Members assisted Cllr Lee with the queries raised.

12.9 Enforcement Notice Register

Cllr Lynch-Smith advised that she had gone through enforcement notice register dating back to 1982. The list has been highlighted to follow up enforcement actions.

Action: Cllr Bell will liaise with enforcement officers to determine enforcement time frame and update next meeting.

13. Parish Council Development Day

The Development Day is scheduled for 30th April. Confirmed attendees are Cllrs M Lee, Weaver, Kipling, Lynch-Smith and Nunn. Apologies received from Cllr P Lee and the clerk. A reminder to be sent out.

Action: Date of next quarterly Council Development Day agreed for Saturday 30th April 2016 subject Local Council Award Scheme.

14. New Website

The new website design is underway; new hosting addresses applied and email accounts set up.

Action: Clerk to liaise with Real Point.

15. Councillor's reports and items for future agenda

- HS2
- Improve communication channels
- Volunteer engagement

16. Date of Next Meeting

The next Meeting is the Annual Meeting of Meriden Parish Council to be held on Monday 23rd May 2016.

The Chair closed the meeting at 21.40.

Signed Chair Dated

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The following closed session commenced:-

CONFIDENTIAL MATTERS
All public and press attendees will be asked to leave for confidential matters closed session:-

17. Clerk’s Remuneration

(i) Members to receive update from reviewing officer regarding Clerk’s professional development review.

Cllr Weaver, as supervising officer, provided an update of the clerk’s appraisal and performance development review process, outlining content of years’ work, targets met and overall performance.

(ii) Members to consider and approve scale point increment award recommendation.

Based on the successful completion of performance targets and annual appraisal, Cllr Weaver recommended an incremental award be made to the clerk. Members unanimously approved a one point increment from scp 23 to 24 with effect from 1st April 2016.

It was resolved: Members unanimously approved one point increment award from scp 23 to scp 24. This award will be implemented from 1st April 2016.

Signed Chair **Dated**

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The clerk was invited to re-join the meeting and Members applauded the clerks achievements during the last 12 months.

Chair thanked Members and closed the meeting at 22.55.

Signed Chair Dated

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