



Meriden Parish Council

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Minutes of Meriden Parish Council Meeting held on 29 April 2013 at The Village Hall, Main Road, Meriden at 7.30 p.m.

Present:

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

In attendance: One member of the public and Cllr D Bell.

Public Participation

Cllr M Lee invited public participation from the floor and Mr David McGrath requested he give an update of the current Eaves Green Lane situation.

Cllr M Lee informed the meeting that the Parish Council had received on the 27th April 2013 a notification letter from Mark Rogers, Chief Executive, SMBC, for an appeal to the Secretary of State against SMBC's refusal to grant planning permission under Town & Country Planning Act 1980, Appeal Under Section 78, for change of use of land for stationing of caravans for residential occupation with ancillary utility sheds for temporary period, resubmission of application 2012/1315). Appellant Mr Noah Burton.

Cllr M Lee further stated communication with Mr Doug Bacon, RAID, regarding increased concerns about land reinstatement and the set of conditions therein, within the period stipulated.

Cllr P Lee stated that it was quite evident the level and detail of work required to restore the land will not be completed by 21st May 2013. The local community needs to know what is happening and what is SMBC doing to ensure reinstatement to a quality standard?

Mr McGrath updated and outlined the key points as follows:-

Further to the occupation and subsequent vacation of Eaves Green Lane land by travellers, it is unlikely reinstatement will be completed by the directed injunction date of 21st May 2013. Mr McGrath asks the Parish Council to formally request SMBC to input, supervise and take over land reinstatement.

Allegedly prior to leaving 2 caravans burnt; removal of trees and hedgerows; buried waste underground; contaminated pond which was there to alleviate flooding, and has subsequently been drained; underground sewer connections; live electrical cable/junction boxes left lying on site; 3 further trees cut down prior to vacating site; on the Barn site area there are tonnes of industrial/commercial waste left lying on open ground.

The Parish Council is requested to formally write to SMBC to identify the following:-



- Update of current situation – (a list is available from RAID).
- What quality standard is land to be reinstated?
- SMBC to provide technical support and supervision.
- PC to recommend for SMBC to take to Court the day after injunction date for non compliance.
- What power has SMBC to carry out quality standard?
- Site should be properly secured as currently presents health and safety hazard to public, children, live stock and pets. Also lends site for further illegal tipping of waste.
- Urgent action to secure and police to be requested.

Also to note alleged criminal damage to verges, homes splattered with mud and use of damage to intimidate residents and neighbours. Replanting of verges requested on Eaves Green Lane, Walsh Lane and Lodge Green Lane.

The land is up for sale, valued at 59K. The owner wants 200K. It is important for SMBC to clarify injunction issues prior to sale of land as it is well known that if you buy land the new owner will take on all liability if the reinstatement of land is not carried out by 21st May 2013.

Cllr Bell was asked to request an urgent interim report and for SMBC technical supervision for reinstatement of land.

IT WAS RESOLVED Members agreed that the Parish Council will formally write to SMBC requesting an urgent response to issues raised. The Clerk and Cllr Weaver will draft a letter for Members' approval for SMBC to receive prior to Bank Holiday weekend.

IT WAS RESOLVED Cllr Bell to request urgent interim report from SMBC regarding technical supervision and schedule of works in compliance with 21st May 2013.

1.Welcome & Apologies

Apologies received from Cllr J Barber due to diary commitment.

IT WAS RESOLVED Members duly noted and accepted Cllr J Barber's reason for absence.

2.Declarations of Interest

2a Declaration of Personal Interests

There was nothing to report.

2b Declaration of Prejudicial Interests

There was nothing to report.

3.Minutes of 25th March 2013 & EGM 12th April 2013



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The Clerk had circulated Members by email minutes of the meeting held on 25th March 2013 and Extraordinary General Meeting on 12th April 2013. Members agreed that the minutes were an accurate record and accepted as read.

IT WAS RESOLVED Members accepted the Minutes of Parish Council meeting held on 25th March 2013 and Extraordinary General Meeting on 12th April 2013.

4.Chair's Report

Cllr M Lee presented the Chair's report summarising the headlines and highlights of the Parish Council work during the last 12 months. A copy of the report is attached as Appendix 1 for ease of reference. Cllr Bell and Mr McGrath expressed their thanks and acknowledged the work and achievements of the Parish Council.

IT WAS RESOLVED Members accepted the Chair's report and thanked Cllr M Lee. Members further acknowledged the volume of work undertaken by the Parish Council on behalf of residents of Meriden Parish.

5.Progress Reports (Committee/Councillor)

5.1 Village Hall Management Committee – Cllr F Lynch-Smith
Nothing to report.

5.2 Community Governor for Meriden C of E School – Cllr R Weaver
Governors have met regarding the new Governance documentation relating to standards in school, how it fits and what is required for implementation of new Governance Standards for School Governors.

5.3 War Memorial – Cllr P Lee
Nothing to report.

Cyclists Memorial

The Clerk reported that recent communication with the Conservators confirmed responsibility had been passed to SMBC for maintenance. The Clerk further reported that the dedication ceremony of a new plaque is no longer included in the Annual Cyclists Memorial Service due to planning permission being received too late for the Conservators to organise a new plaque. The Conservators will keep the Parish Council informed of a new dedication date.

Cllr Kipling requested the financial responsibility of SMBC as the Parish Council has paid twice for cleaning of the Memorial Stone.

Cllr P Lee requested the Clerk to find the portfolio holder and identify responsibility for ongoing future maintenance.

IT WAS RESOLVED The Clerk will identify portfolio holder and responsibility therein.

5.4 Pool

Members acknowledged the addition of closed litter bins and planters and thanked the Neighbourhood Co-ordinator for his contribution.



5.5 Allotment Representative – Cllr M Lee

Cllr M Nunn stated that Mr Gabbitas, allotment holder, wished to know what was happening regarding tenancy arrangements? The Clerk replied that the matter was in the hands of Evershed and Wright Hassall Solicitors and in process.

Cll M Lee informed Members that this will be discussed as agenda item 11.1.

5.6 Footpaths/Forum – Cllr Lynch-Smith

Nothing to report.

4.7 Mining and Minerals Group – Cllr R Kipling

Cllr M Lee suggested this Group title be amended to Quarry Liaison Group in line with formation of said group.

IT WAS RESOLVED Members agreed and the Clerk duly noted for future meetings.

Cllr M Lee informed Members that Cllr Bell chairs the group, with Parish Council representation from Cllr R Weaver and the Clerk, together with resident representation from Mrs Parker. Cllr Weaver noted that there was a noticeable improvement in the volume of quarry traffic accessing Meriden village and surrounding road networks. Cllr Bell stated that the Clerk had been proactive in her actions with Quarry Operators since the first meeting. The Clerk shared a plan of intended new signage in and around Cornets End Lane and Hampton Lane restricting quarry traffic access routes.

Cllr Weaver stated that any Member or resident who wishes to take registration numbers, livery or descriptions of lorries in and around the village not using the designated road networks should email information to the Clerk for her to action with Quarry Operators. Cllr M Nunn suggested an information sheet be placed on the Parish Council facebook page. Cllr Lynch-Smith suggested a letter of “what to do” be placed in the Library for residents to use when reporting quarry traffic parking, obstructing or using village road networks.

IT WAS RESOLVED Cllr Weaver and the Clerk to formalise letter and guide for residents use.

5.8 Local Strategic Partnership – Cllr R Weaver

Cllr Weaver stated that the next meeting will be the Partnership Assembly with various guest speakers. Cllr Weaver informed Members that she cannot attend whole event including workshops. Cllr Bell stated he will be in attendance and will feed back at next meeting.

5.9 Solihull Area Committee – Chair & Cllr R Weaver

Cllr Weaver stated that she had communicated with Gary Palmer, Head of Planning, SMBC; that there were significant discrepancies between Town and Parish Councils with the Community Infrastructure Levy. Cllr Weaver stated that she had taken on the task of re-writing the Charter between Town and Parish Councils translating into



modern day English and shortening the document. However after scrutiny this document is still to be rolled out to SMBC staff and legislative amendment.

Members acknowledged the work of Cllr Weaver.

5.10 Tree Wardens – Cllr R Kipling
Nothing to report.

5.11 Community Surgeries – Clerk
The Clerk reported the following issues had been brought to her attention:-

- Fly tipping Harvest Hill Lane
- Pot holes along Main Road
- Broken trees and branches – Meriden Hill
- Broken litter bin – bus stop at top of Meriden Hill

IT WAS RESOLVED The Clerk will continue monitoring situations with Neighbourhood Co-ordinator and report back.

5.12 Community Speed Watch - Cllr R Weaver
Nothing to report.

5.13 HS2 – Cllr Lynch-Smith

There continue to be queries and issues raised by Balsall Common and Berkswell regarding mitigation relating Diddington Lane and Lavender Hall Lane. There is nothing specific affecting Meriden Village other than the nuisance of noise, increased traffic and accessibility whilst construction is underway.

Cllr Bell reported that there will be road closure for Meriden to Solihull identified in detailed plans; issues have been flagged up regarding the construction contours affecting Meriden.

Cllr Weaver informed the meeting that a financial commitment had been given to HHAG supporting the Judicial Review for which receipt has been acknowledged.

IT WAS RESOLVED Members acknowledged

5.14 Birmingham Airport Extension & Flight Path Consultation

Cllr Weaver reported that the consultation has been extended to 17th May due to a further option for Runway 15 departures. The Clerk reported three further road shows for Hampton, Barston and Balsall Common regarding new option. Nothing changes for Meriden, specifically Millison's Wood.

IT WAS RESOLVED The Clerk to continue to monitor situation and report back outcomes.

6. Oil Painting – Members to consider where this painting may reside – Cllr Kipling



Members considered options for hanging this painting. Cllr Kipling stated that this forms part of Meriden's history. There is also a collection of Kittermaster paintings that currently reside with Doreen Agutter, local historian. This item needs further discussion and consideration and is deferred to future meetings.

IT WAS RESOLVED

- (i) Cllr Lynch-Smith suggests a small collection of 6 paintings to be displayed at local election dates for residents to view.
- (ii) Cllr P Lee & Cllr Weaver suggested a catalogue of paintings that may be shared with interested parties to raise profile, including a rotational display at The Manor Hotel. Julie Hyde to be contacted for assistance.
- (iii) Cllr M Lee will liaise with Matt Nunn for the purpose of photographing and valuation of collection and set up visit to Mrs Agutter.

7. District and County Councillors' Reports for information.

(Items raised for decision will appear on the agenda for the next meeting)

There was nothing to report.

8. Correspondence & Communication for information only

The Clerk circulated a summary of correspondence to Members.

IT WAS RESOLVED Members acknowledged receipt.

9. Clerk's Report on Urgent Decisions since last meeting

The Clerk circulated to Members her actions. There were no questions.

IT WAS RESOLVED Members acknowledged Clerk's Actions.

Cllr Nunn confirmed the face book page for Clerk's Actions is now set up.

IT WAS RESOLVED Members thanked Cllr Nunn.

10. Meriden Village Matters

10.1 To consider and review recent flooding issues

The Clerk informed Members that a Public Meeting was arranged for Wednesday 15th May 2013 with Neal Thomas, SMBC and Ian Shaw, STWA, hosting the meeting.

IT WAS RESOLVED The Clerk to liaise with Neal Thomas and Ian Shaw on behalf of residents.

10.2 Alspath Community Centre Update
Nothing to Report.

10.3 Library Update



Cllr M Lee stated she has received no further information from Tracey Cox, Head of Libraries. Cllr Lee further stated that communication with Lawrence Osborne suggests he has seen no plans for renovation or refurbishment.

Cllr Bell is to follow up and report back at next meeting.

Cllr P Lee stated the portfolio holder is Mrs Wylde; he further suggested a letter be written to Mrs Wylde, CEO and Leader of Solihull MBC.

IT WAS RESOLVED Cllr Bell will report back at next meeting.

10.4 Update on Help for Heroes (Pedal for Heroes affiliation)

The Clerk reported that information has been difficult to get from event organisers regarding itinerary and timing for the day. Cllr P Lee asked for contact information so he may liaise with Pedal for Heroes organisers. The Clerk further stated that she had spoken with Lewis Hall, Conservator, who will be in attendance to ride alongside the Pedal for Heroes participants and also provide historical background to the Cyclists Memorial.

IT WAS RESOLVED The Clerk will continue to monitor arrangements liaising with organisers, Cllr P Lee and report back to Members at next meeting.

10.5 Planting of Trees/Coronation Dedication

Cllr Lynch-Smith requested dedicating the Hampton Grange Island as a Coronation Legacy to the Village. It was noted that the island is not aesthetically pleasing as a gateway to Meriden, and lends itself to be named "Coronation Island" with the planting of an oak tree. The Clerk is requested to seek permission from Solihull Highways and Parks Officers. Cllr P Lee echoed this request as a fitting legacy for future generations.

Cllr Weaver gave her support to this suggestion and requested the planting of two flowering cherry trees at the entrance to the Sports Park with Members approval.

Cllr M Lee stated that the "official" week of celebration for the Queen's Coronation nationally is 11th -14th July.

IT WAS RESOLVED The Clerk to contact Neighbourhood Co-ordinator, Highways and Parks Officers to seek permission and source trees.

10.6 Neighbourhood Plan

Cllr Weaver gave an overview of requirements and commitment to develop a Neighbourhood Plan for Meriden Parish. She stated that this will not be onerous as the Parish Plan and Design statement is written which provides a good starting platform; Members need to agree who is on board. Cllr Weaver is to have a conversation with Mr Roxburgh to see if he would be willing to undertake this.

Members agreed that £7,000 WALC funding should be applied for. Cllr Weaver stated that this will cover printing, public participation questionnaires, publicity and publication costs.



IT WAS RESOLVED Cllr Weaver to contact Mr Roxburgh. The Clerk to apply for WALC funding.

10.7 Meriden Mag

Cllr M Lee informed Members of a request from the Meriden Mag for a funding contribution to financially support the continuation of the Meriden Mag as the last two issues have failed to cover the cost of publication.

Members discussed various options without reaching agreement to subsidise the Meriden Mag, specifically linked to the future of Meriden Mag production. Members unanimously agreed this was an important communication tool for residents including the Parish Newsletter. Members felt it was in the interest of all parties to explore the future of the Meriden Mag and for that purpose asked for 5 year plan with associated costs.

IT WAS RESOLVED Cllr M Lee will contact Meriden Mag editors and request a 5 year plan for Members to agree and approve future financial contributions with a view to partnership and collaborative working for a Community Magazine.

10.8 Rural Cinema

This item is deferred to next meeting.

11. Leys Lane

11.1 To receive and consider update of Allotment Holders Tenancy arrangements. The Clerk informed Members that temporary Tenancy Agreement between Meriden PC and Taylor Wimpey is in the hands of Solicitors.

IT WAS RESOLVED The Clerk will continue to liaise with Taylor Wimpey and monitor the situation.

10.2 To receive and consider update of Taylor Wimpey Development. Cllr M Lee advised Members that there was nothing further to report at this stage.

IT WAS RESOLVED The Chair to provide further update at next meeting.

11. Meriden Sports Park

11.1 Update and consideration of snagging & approve costs of maintaining Sports Park frontage.

Cllr M Lee stated only several snagging issues remain outstanding and the Clerk was working to draw these to conclusion with DTZ.

The Clerk stated approval was requested for the on-going maintenance of Sports Park frontage and daily/weekly inspections of play equipment. Members approved this request.



IT WAS RESOLVED Members agreed and approved cost of maintenance for Sports Park frontage and children's play area inspections.

12.2 To consider and approve Play Company inspection report recommendations. The Clerk outlined reinstatement as recommended in the Play Company inspection report. Members considered the recommendations as requested quotations for reinstatement of groundwork from original subcontractor exploring aftercare and warranty, and other.

IT WAS RESOLVED The Clerk to request quotations for consideration by next meeting if possible.

12.3 To receive update and consider formation of Meriden Sports Park Management Company.

Cllr Weaver stated that the Sports Park Committee had met and paperwork had been completed, signed and is ready to be sent off to Companies House.

IT WAS RESOLVED The formation of Meriden Sports Park Management Company is agreed.

12.3 To receive and consider arrangements for 5-a-Side Tournament and Fun Day Celebration on The Green.

Cllr P Lee asked that wording used on agenda be amended to reflect the Fun Day is organised by Mr Lole and Spar, and the Meriden Coronation 5-a-side Tournaments are arranged by Meriden Parish Council as it is misleading and suggests the Alan Lole and Spar are event organisers for the Fun Day and Tournaments. The Clerk noted and acknowledged.

Cllr M Lee asked about donkey rides? Members discussed this item and concluded that due to no road closure of service road and Main Road, there was too high a risk to public safety. There were also issues with The Green having hoof indentation if ground wet and liability of reinstated areas for the Parish Council.

The Clerk confirmed Public Liability insurance is in place for the event.

IT WAS RESOLVED The Clerk to amend wording and refer to events separately. The Clerk to notify Fun Day organiser that there should be no donkey rides.

12.5 Football Registration

The Clerk presented a request from Cllr Barber, in his absence, for the Parish Council to fund Central Warwickshire Youth Football League Season 2013-2014. Members considered this request and agreed that any new organisation/committee takes 3 years to establish; therefore Members approved the funding application for support with the proviso that any future league registrations be funded by Meriden Rovers football club that Cllr Barber, as Chair of Meriden Rovers Football Club is establishing with parents.



IT WAS RESOLVED Members approved funding for Central Warwickshire Youth Football League Season 2013-2014.

Cllr Kipling requested his objection to this request be formally recorded.

12.6 Purchase of New Goal Posts

The Clerk presented to Members a request from Cllr Barber, in his absence, for the purchase of new goal posts to be purchased from Pertemps donation secured by the Clerk. The proposal is to include 50% of purchase price claimed back through a scheme managed by the Football Association.

IT WAS RESOLVED Members agreed and approved subject to 50% of funding being claimed back from Football Association. The Clerk to advise Cllr Barber of decision. The Clerk to contact Pertemps to advise of decision and also ask if they wish their logo to be visible on goal posts, and if they wish to present to Football Club.

13. Parish Council Newsletter Editorial Committee

Cllr M Lee reported that the next edition of the newsletter was taking shape.

IT WAS RESOLVED Cllr M Lee to continue inputting content.

13. Planning Matters

13.1 To receive update and status on Neighbourhood Planning Applications

Members have responded to the Clerk via email and all comments duly noted and recorded.

- Application No. 2013/0556

Swallowfield, Hampton Lane.

Change of use from 50% commercial and 50% residential to 100% residential plus erection of new Orangery to rear.

Members support this application and welcome its return to 100% residential.

- Application No. 2013/0388

Barley Grove Kennels, Hollyberry End.

Alteration to existing kennel building including the replacement of the existing roof and increase in height of the front wall.

Members oppose this application as extension of commercial business in designated green belt.

- Application No. 2013/0389

Land on Hollyberry End, Meriden

Erection of agricultural building for the accommodation of poultry and storage of associated machinery, equipment and feed.

Members oppose this application as extension of commercial business in designated green belt. Drawings do not support ventilation for poultry and current plans are considered inhumane for the purpose of poultry accommodation.



- Application No. 2013/0535

Certificate of Lawfulness for change of use of land.

Members oppose this application. There is no evidence that this was a brownfield site. This was not identified in Parish Plan or Village Design Statement. Harvest Hill Lane unsuitable for HGV traffic.

IT WAS RESOLVED The Clerk to monitor applications and notify of decisions.

14.2 To consider ownership of plots of land in and around Meriden Village – Cllr Lynch-Smith
Nothing to report.

14.3 To discuss old Star's Shop and its future.

The Clerk stated that she had been in contact with Land Registry and requested Members agreement to pay for information of ownership.

Cllr Kipling stated that this shop had been purchased by Spar.

IT WAS RESOLVED The Clerk would follow up and report to Members at next meeting.

14.4 To receive update on Jephson Housing

IT WAS RESOLVED This item is deferred to next meeting.

14.5 Eaves Green Lane Update

Cllr M Lee stated that this item had been covered by Mr McGrath's update under public participation.

15. Finance

15.1 To approve recommendations made for Budget 2013/14

Cllr Kipling proposed Members accepted recommendations for MIS for finance package and that the Finance Committee continue to monitor budget through delegated powers. Members acknowledged receipt of first precept payment received.

IT WAS RESOLVED That the finance committee would continue to monitor Clerk's actions with budget setting, year end and new financial management information system.

15.2 To consider payments to be made

The Clerk circulated to Members schedule of payees for consideration. Cllr Kipling proposed Members approved payments. Cllr Weaver reminded Members how much work had been invested in setting up this new system and bringing finance up to date. Members acknowledged Clerk's actions.

IT WAS RESOLVED Members approved payments to be made.



16. Councillor's reports and items for future agenda

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectively reminded that this is not an opportunity for debate or decision making.

There were no items raised for next agenda.

17. Date of Next Meeting

The next Meeting will be held on Monday 20th May 2013 at 7.30 p.m. at The Pavilion.

Chair :

Cllr M Lee

Date:



Confidential Matters Enclosure

18. To consider the exclusion of the public and press in the public interest for consideration of the following items:-

Cllr M Lee requested that the Clerk leave the meeting.

18a Personnel Issues

Cllr Weaver presented a proposal for the following in line with recent appraisal and performance development review since Clerk's appointment:-

- Clerk's remuneration – to consider and approve incremental increase.
Please see paper attached for ease of reference.

IT WAS RESOLVED Members agreed and approved an incremental increase from scale point 19 to 20 in accordance with Cllr Weaver's recommendation effective from 1st April 2013.

- Clerk's additional work to set up new MIS for finance package and year end accounts preparation – to consider payment of additional hours worked.
Please see paper attached for ease of reference.

IT WAS RESOLVED Members agreed and approved payment of Clerk's 85.75 at scale point 19 for additional hours worked for the implementation of new Financial MIS.

18b Grant Thornton Auditors

Members considered the appointment of Grant Thornton as external Auditors.

IT WAS RESOLVED Members approved appointment of Grant Thornton.

The Clerk was invited to re-join the meeting.

Members acknowledged Clerks progress with a round of applause.

Cllr Weaver stated she would feed back to the Clerk outcome of closed confidential matters session.

The meeting closed at 9.30 p.m. and Members left.

Cllr Weaver met with the Clerk, discussed and advised of Members agreement and approval as above. The meeting closed at 10.05 p.m.

Chair : _____

Cllr M Lee

Date: _____