



Meriden Parish Council

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Minutes of Meriden Parish Council Meeting held on 19 August 2013
at The Village Hall, Meriden, at 7.30 p.m.

Present: Cllr M Lee Chair
 Cllr R Weaver
 Cllr P Lee
 Cllr F Lynch-Smith
 Cllr M Nunn
 Cllr J Barber Left the meeting at 20.45
 Mrs B Bland Clerk

In attendance: Cllr D Bell

Public Participation

There were no members of the public in attendance.

1. Welcome & Apologies

Cllr M Lee opened the meeting and accepted apologies from Cllr M Haque due to a family bereavement and Cllr R Kipling due to work commitments.

IT WAS RESOLVED The Chair accepted apologies.

2. Declarations of Interest

Members had nothing to declare.

3. Minutes of 24th June 2013 and 22nd July 2013

Members considered minutes of 24th June and subject to item 4.2 being amended to read Cllr R Weaver approved as read.

Members considered minutes of 22nd July and requested these be deferred to September's meeting due to clerk's absence and amendment to items 9.2 spelling and 9.4 fly-posting and clerks updates to items 4.3, 4.4, 4.7.

IT WAS RESOLVED Members agreed minutes of 24th June meeting subject to minor amendment and deferred 22nd July minutes to September meeting.

4. Progress Reports

4.1 Village Hall Management Committee – Cllr F Lynch-Smith.

Nothing to report.

4.2 Community Governor for Meriden C of E School – Cllr R Weaver.

Nothing to report due to school holiday.

4.3 War Memorials – Cllr P Lee.

Nothing to report.



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4.4 Pool

The Clerk stated that in partnership with the Neighbourhood Co-ordinator, SMBC Parks Rangers, community volunteering by a team from National Grid, Parish Council and resident volunteers the first phase of “the pool tidy” is scheduled for September. Tree officers have also been notified and it is agreed for dead branch removal and cutting back of tree/shrub line between pool and 150 bungalow.

IT WAS RESOLVED The Clerk will notify Members of date and advertise for resident volunteers to help.

4.5 Allotment Representative – Cllr M Lee.

Nothing to report.

4.6 Footpaths/Forum – Cllr Lynch-Smith.

Cllr Lynch-Smith informed Members that she is liaising with Mr Kearney, SMBC footpaths officer regarding OS mapping and updates.

4.7 Quarries Liaison Group – Cllr Weaver & Clerk.

Cllr Weaver stated there was an increase in quarry traffic accessing the village. The Clerk was liaising with quarry operators specifically NRS Wastecare who is the main source of traffic importing materials for restoration works. It is anticipated that some of the quarry traffic will be captured on the Fillongley Road traffic survey in September. A further request will be made to SMBC Highways Department to monitor the volume of quarry traffic through Meriden village. Cllr P Lee requested SMBC look at what North Warwickshire have done with their quarry restrictions for access to SITA's Packington Landfill.

IT WAS RESOLVED This item would be discussed at next Quarry Liaison Group meeting in September and the Clerk would continue liaison with quarry operators.

4.8 Solihull Area Committee – Cllr Weaver & Cllr M Lee.

Nothing to report.

4.9 Tree Wardens – Cllr R Kipling.

Nothing to report.

4.10 Community Surgeries – Clerk.

The Clerk informed Members that current issues are Leys Lane development and the removal of trees/hedges and new crossing; speeding motorists, parking and increase in quarry traffic through the village; litter in and around The Green; lack of street cleaning to walkway from shops to Arden Close and the crumbling wall and vegetation on the same walkway.

The Clerk stated that all items above are in process with SMBC officers and Neighbourhood Co-ordinator and outcomes reported at next meeting.

IT WAS RESOLVED The Clerk monitors issues and liaises with relevant SMBC officers for conclusion.



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4.11 Community Speed Watch - Cllr R Weaver.

Cllr Weaver stated she had been in contact with WM Police regarding further training and is waiting for dates. Cllr Lynch-Smith discussed the photographic evidence she has been gathering regarding speeding motorists exceeding the 30 mph speed restrictions. Cllr Weaver requested the Clerk to contact the Balsall Common police team to confirm photographic evidence can be sent to them recording offending motorists and that Councillors were in order using cameras to record registration plates.

IT WAS RESOLVED The Clerk to contact Sgt Hurst and his team to clarify Parish Council position and raise awareness to speeding motorists.

4.12 HS2 – Cllr Lynch-Smith.

Cllr Lynch Smith suggested hopefully this is not going to happen! However she further followed that residents she has spoken with have no idea of the impact and remain uninformed. Cllr Bell stated that he believed SMBC to not be aware of impact to residents and greenbelt affected together with no opinion of resident's views, concerns or loss of homes. Everyone remains committed to limiting impact and securing maximum mitigation for all affected.

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

This item is deferred to next meeting.

6. **District and County Councillors' Reports** for information.

Cllr Bell advised Members that planning permission had been granted for the renovation of the Community Centre to provide two bungalows. He further advised there had been opposition to Meriden Hall's application and this will be considered at Planning Committee on 28th August. Cllr Bell stated he was committed to HS2 working committee and if it is going to happen then what is being asked for better compensation is delivered together with tunnel improvements and the well used greenway.

7. **Correspondence & Communication** for information only

The Clerk apologised to Members that a summary was not available.

8. **Clerk's Report on Urgent Decisions since last meeting** (Clerks Actions)

The Clerk apologised to Members that Clerk's Actions was not available.

9. **Meriden Village Matters**

9.1 Alspath Community Centre Update – Cllr M Lee.

Cllr M Lee stated Cllr Bell had already updated with outcome of planning committee.

9.2 Library Update – Cllr M Lee.

Nothing to report.



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9.3 Planting of Tree(s) & Naming of Hampton Grange Island for Coronation – Cllr Lynch-Smith & Cllr P Lee.

The Clerk informed Members that this had been approved by Darren Parkin, SMBC Tree Officer with the recommendation of either common Yew or Fastigate Yew (Irish) Yew being planted which can be easily pruned and shaped in the future.

Bruce Brant has measured depth of planting for root growth and damage to highway and confirms there is no impact to tree planting on this island. However it should be noted that the tree purchase and all on-going maintenance will be provided by Meriden Parish Council.

IT WAS RESOLVED Members agreed to the planting of a Yew Tree to Coronation Island. The Clerk will liaise with relevant SMBC officers to source and plan for Autumn planting.

9.4 Bins, footpaths, Main Road, Hampton Lane, Service Road

The Clerk informed Members that she had referred all issues regarding the above to Bruce Brant to action with relevant Officers. An email received on 13th August requests Wendy Henry to set up a meeting with the Clerk and/or Councillors. The request also requested a review of street cleaning schedule, bin emptying, footpath cleaning and replacement Post Office litter bin from lamppost to free standing. The clerk awaits a reply.

IT WAS RESOLVED The Clerk will continue to liaise with Neighbourhood Co-ordinator to resolve issues and review current practice.

9.5 Village Commemoration for WW1 – Cllr Lynch-Smith.

Members discussed all Community Groups coming together to organise a Village Commemoration Event. The Clerk is requested to write to all local groups inviting them to bring to the table and share ideas for an August 2014 event. A plan needs to be formed by Christmas 2013 so there is timely preparation.

IT WAS RESOLVED Members request the Clerk to write to all Community Groups and local businesses.

Cllr P Lee suggested a Commemorative legacy and outlined twinning with a Belgian Village surrounding WW1 battlefields. Members approved of this link and requested Cllr Lee to investigate further what Meriden Parish Council are required to do and identify a suitable Belgian twin so this may be fully explored and taken forward.

IT WAS RESOLVED Cllr P Lee will explore options for Meriden to twin with a Belgian village and report back at next meeting.

9.6 Fillongley Road

The Clerk provided an update of forthcoming traffic survey and consideration of footpath/dropped curbs as per plan circulated to Members providing an ease of access for non ambulant residents to access village shops safely. Members discussed and considered the plan which would mean the loss of the corner of Green in a Conservation Area, in front of the Spar Shop to accommodate dropped



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curbs. Cllr Nunn informed Members that any visually impaired resident with or without guide dog assistance would be at risk negotiating this crossing point and therefore this should not be pursued. Members remained reticent about the loss of Green and whilst the safety and well-being of residents is paramount, they did not wish to approve SMBC Highways proposal wishing to wait for the results of the traffic survey.

IT WAS RESOLVED Members did not want to reduce the Conservation Area and therefore Members declined the proposal and plans for a new footpath and dropped curbs outside Spa Shop and await the outcome of September's traffic survey to support a pedestrian crossing on Fillongley Road.

10. **Leys Lane**

10.1 Allotment Holders Tenancy

Cllr M Lee stated that the Clerk has now received from Wright Hassall the signed licence agreement between Parish Council and Taylor Wimpey Homes. A review of existing agreements including use of and live stock/poultry conditions, will be undertaken and new tenancy agreements written by the Clerk for allotment holders including commencement of rents from 1st October 2013.

IT WAS RESOLVED The Clerk will review allotment agreements with Cllrs M Lee and Weaver. The Finance Committee will review rent arrangements.

10.2 STWA Water Supply Transfer to Taylor Wimpey Homes

The Clerk advised that a request had been received from Andrew Taylor, Taylor Wimpey for the transfer of STWA to be facilitated by Meriden Parish Council to eliminate the current invoicing arrangement for reimbursement. This will be for the duration of the development of new homes and the transfer of allotments back to the Parish Council.

IT WAS RESOLVED Members unanimously agreed for the Clerk to facilitate this transfer until site completion and transfer of allotments to the Parish Council.

10.3 Taylor Wimpey Development Road Naming

Members had previously made recommendations and keen to commemorate WW1. The Clerk had circulated suggestions for Members consideration as follows:-

With regards to the WW1 link:

Bettmann Drive (a reference to Siegfried Bettmann - founder of the Triumph and Gloria Company)

Gloria Close (a reference to the Triumph and Gloria Company and the 66 employees of the company that fell in the Great War)

Triumph Avenue (a reference to the Triumph and Gloria Company and the 66 employees of the company that fell in the Great War)

With regards to the Lady Godiva link:



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Godiva Drive – as put forward by your Parish Council Member, with regards to Lady Godiva's connection to Meriden Village

St Laurence Avenue (or St Lawrence Avenue) – after the church reputedly founded by Lady Godiva

Mercia Close – with regards to Lady Godiva being the wife of Leofric (Earl of Mercia)

Members discussed and considered the above suggestions and agreed on the following new street names to be adopted for Taylor Wimpey Homes development:-

Centenary Drive, Mons Avenue and St Laurence Close.

IT WAS RESOLVED Members agreed the new street names Centenary Drive, Mons Avenue and St Laurence Close. The Clerk will notify in writing Rob Gamwell, Highway Services.

11. Meriden Sports Park

11.1 Meriden Sports Park Management Company

Cllr R Weaver informed Members that there had been some delay due to the completion of Companies House Registration and Wright Hassall Solicitor's original set of Company. This issue has been referred to Solihull legal affairs, Andrew Kinsey, for advice in moving forward.

IT WAS RESOLVED Members approved Cllr Weaver and the Clerk to continue the registration process to its conclusion.

11.2 Patrol Alarm proposal for CCTV Maintenance and Annual Service Contract

The Clerk requested Members consideration and approval for Patrol Alarms to undertake service and maintenance.

IT WAS RESOLVED Members approved Patrol Alarms to undertake Maintenance and Service Contracts.

11.3 Patrol Alarms

Cllr P Lee advised Members that a site visit and meeting had taken place with Patrol Alarms to discuss modifications to existing system for improved use and camera imagery, but requested this item be deferred to next meeting when he will be in receipt of proposal.

IT WAS RESOLVED This item be deferred to next meeting.

11.4 Contract/Tender from 1st August 2013

The Clerk informed Members that two existing contractors had been invited to tender for maintenance of sports park grounds and play area restorative work in accordance with recommendations made in the Play Inspection Company report. Without evaluating tenders received Members considered the process and agreed to defer contract award to the formal Parish Council procurement process commencing in



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November 2013. Therefore Members agreed that existing contracts be extended as an interim arrangement to 31 March 2014 with a three month review process.

IT WAS RESOLVED The Clerk to notify Contractors in writing that existing contracts are extended to 31 March 2014 as an interim arrangement with a three month review. The Finance Committee to work with Cllr Barber and John Shaw to outline tender specification for procurement process and advertisement in Meriden Magazine for October 2013.

11.5 Rateable Value Assessment of Sports Park

The Clerk advised Members that a valuation had now taken place and presented members with paperwork and invoice received from Solihull Income & Awards for payment of rates backdated to August 2011.

The Clerk informed Members that she had challenged the amount owed on the basis that Sports Park liability only transferred to Meriden Park Council in May 2013 and was awaiting a reply from Jenny Yeung and David Waterson. Cllr P Lee suggested that rates liability should transfer to Meriden Parish Council at point of defects liability completion at 22nd July 2013. Members agreed for the Clerk to continue negotiation with Solihull officers to effect satisfactory outcome.

IT WAS RESOLVED The Clerk will request rateable liability from 22nd July 2013 in accordance with transfer of defects liability.

12. **Parish Council Newsletter** Editorial Committee

This item is deferred to next meeting.

12. **Planning Matters**

12.1 Neighbourhood Planning Applications

Members acknowledged receipt of the following planning applications for their consideration circulated by the Clerk between meetings. The Clerk is working with the new electronic planning system and circulating to Members for their comments. The Clerk then records Meriden Parish Council comments onto the planning database.

Applications awaiting outcome are 2013/1209, 2013/1072, 2013/1263, 2013/929, 2013/5 and 2013/1322.

The Clerk stated that 2013/1322 was a resubmission of 2013/204 with planning consent granted in April 2013. There was no evidence statement of need to amend original plans to alter a pitched roof to flat roof and increased footprint.

IT WAS RESOLVED Members approved Clerk's actions and requested a statement from applicant evidencing amendment to original plans.

12.2 Jephson Housing Association

Cllr Weaver reported that she had been in communication with Jo Welch, Jephson Housing and, Rachel Batts and Mark Colyer from Solihull MBC, with a meeting confirmed for 11th September with Cllr Weaver and the Clerk. Cllr Weaver reiterated



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that any proposal will need to meet the approval of the Parish Council and be identified within the Visual Design Statement and Parish Plan.

IT WAS RESOLVED Cllr Weaver would lead on this and report back a next meeting with outline proposal.

12.3 Eaves Green Lane Public Enquiry

Cllr M Lee informed Members that there remained issues with top soil for the restoration of the site. She further stated that Solihull continue to talk with the owner and his representatives to achieve a satisfactory outcome. Cllr Lee further read an email she had received from David Wigfield, Enforcement and Conservation Manager, Solihull MBC, as follows:-

“Further to your email to Anne, I can confirm that the Inquiry was completed within the scheduled timetable and a decision is expected on or before 13th December 2013. The appeal and Inquiry will not delay the pursuance of the remaining restoration issue regarding the main field and we continue to be in a dialogue with the land owner and his representatives which I hope will lead to the matter being satisfactorily resolved. I hope this is of some assistance.”

Cllr Lee added that an inspection report was due to be published co-inciding with the expected Inquiry decision date of 13th December 2013.

IT WAS RESOLVED Cllr M Lee would continue monitoring the situation and liaising with relevant Officers .

13. Finance

13.1 Receive and approve Quarter 1 reconciled accounts.

The Clerk circulated Quarter 1 accounts. Members offered their thanks together with their agreement to quarter 1 financial position. The Clerk confirmed HMRC documentation had been completed and submitted for VAT refund of £2,020.85 for last financial year 2012-13. Unfortunately the process could not be repeated for 2011-12 due to HMRC requirements for handwritten submission complete with Company VAT numbers for all suppliers we are claiming VAT from. It is anticipated this exercise will be completed by end of September after accessing archive financial records as there is £4,000 plus to be claimed.

IT WAS RESOLVED Members thanked the Clerk and supported her on-going financial input.

13.2 August Payments.

Members considered and approved August payments.

IT WAS RESOLVED Members approved August payments.

13.3 Transfer of funds from Public Sector Deposit Account.

Meriden Parish Council had been funding the Sports Park expenditure for financial year 2012-13. Year End accounts reconcile the sum to be £30,011.66 and Members



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were asked to consider and approve the transfer from Public Sector Deposit Fund Account for the purpose of reinstating Parish Council reserves.

IT WAS RESOLVED Members agreed the transfer of £30,011.66 from Public Sector Deposit Fund Account to Barclays Meriden Parish Council Community Business Account with immediate effect. The Clerk will complete relevant paperwork for immediate transfer with CCLA Bank.

14. 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 Member requests for items to be included for September’s agenda.

15. Date and time of next meeting

The next Parish Council meeting will be held on Monday 23rd September 2013 at 19.30 hours in the Village Hall.

The meeting closed at 21.45

Signed Cllr M Lee
Chair

Dated



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16. Confidential Enclosure

16.1 Members to consider and approve Clerk's inflationary pay award in accordance with National Association of Local Councils Chief Executive notification and recommendation or award to be backdated to 1st April 2013. The Clerk was asked to leave the meeting for Cllr Weaver to make recommendation of proposal to Members for discussion.

IT WAS RESOLVED Members approved Clerk's inflationary pay award to be backdated to 1st April 2013.

The Clerk was invited to re-join the meeting.

Signed Cllr M Lee
Chair

Dated