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will be reviewed, to assess and agree what further works, if any, may still be appropriate, as soon as we can make contact – which I imagine will probably be early in the new year now.

I hope this is of some assistance, but feel free to contact me direct if you have any further queries.”

Cllr P Lee reported that listening to BBC on-line news on 25th November 2013; this was the only news update available at that time and item 11.2 is accurate with factorial correctness.

Cllrs Bell and Diccico confirmed factorial correctness and read their notification of the Secretary of State’s decision of 21st November 2013 from Margaret Jackson dated and received on 28th November 2013.

The resident thanked Ward Councillors and further wished to record his thanks for SMBC support, together with the commitment of David McGrath and Nicky Sinclair as this has proved an important test case for retrospective planning applications for unsuitable and unlawful developments.

(2) Interim Draft Minutes

The resident further requested a change of Council due process for the purpose of interim minutes being issued to the public so they may correct errors prior to Member’s approval for accuracy. Cllr Weaver replied that minutes cannot be circulated in the public domain until they have been approved by Members at the next Parish Council meeting.

(3) Amendment to procedure

The resident requested a change to Parish Council due process so interim minutes may be publicly circulated prior to Member approval. Cllr Weaver, on behalf of Members, denied the request as the due process is law and forms due process referred to in the Parish Council Standing Orders. Cllrs Bell and Diccico both agreed that this applies to Borough, District and Town Councils and the same process is followed by law.

The resident asked for consideration of amending the statutes to which Cllr Diccico replied that this is law and reflected in Council Standing Orders and therefore complies with due process. He further suggested the resident attends meetings and makes his own notes.

Cllr Kipling directed the resident to the SLCC (Society of Local Council Clerks) and WALC, (Warwickshire and West Midlands Association of Local Councils), to take instruction regarding Parish Council due process and Standing Orders.



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Cllr M Lee thanked the resident for his attendance and invited him to stay for the remainder of the meeting which he declined.

1. Welcome & Apologies

Cllr M Lee opened the meeting and accepted apologies from Cllr F Lynch-Smith and Cllr M Haque.

IT WAS RESOLVED The Chair noted and accepted apologies.

2. Declarations of Interest

There were no other declarations of interest.

3. Minutes of 16th December 2013

Members had been circulated minutes of 16th December for consideration prior to meeting. Cllr Kipling proposed approval of minutes, seconded by Cllr P Lee.

IT WAS RESOLVED Members accepted minutes of 16th December 2013 as read.

4. Standing Order Review

The review of Standing Orders remains a work in progress.

IT WAS RESOLVED Cllr Weaver and the Clerk will continue the review process.

5. FINANCE

5.1 January Payments

Members received January payments for approval.

IT WAS RESOLVED Members unanimously approved payments list.

5.2 Quarter 3 Financial Summary

A copy was circulated to Members for their consideration. The Clerk drew attention to the reduced expenditure, but informed Members of the transfer of £2,500 from the Business Account to Community Account and requested the Chair to sign transfer confirmation.

IT WAS RESOLVED Members unanimously approved payments. The Chair signed payments notice and transfer acknowledgement.

5.3 Budget Process

Cllr Weaver advised that the work undertaken by the Clerk to update finance using Edge software should enable the budget setting process to be a straight forward; Members were asked to agree delegated powers to Finance Committee for the purpose of budget setting for the new financial year. Members discussed and agreed a 3% increase to all budget headings.



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IT WAS RESOLVED Members approved delegated powers to Finance Committee for purpose of budget setting and 3% uplift.

6. Progress Reports

6.1 Village Hall Management Committee

Nothing to report.

6.2 Community Governor for Meriden C of E School

Cllr Weaver reported that governors are busy with school governance issues and ensuring all governors are receiving appropriate training to assist with their roles; it was also reported that some governors were spending approximately 5 hours per week on school business such as building issues, pre OFSTED and Board development.

6.3 War Memorials

Nothing to report.

6.4 Pool Tidy

Nothing to report.

6.5 Allotment Representative

Nothing to report.

6.6 Footpaths/Forum

Nothing to report.

6.7 Quarries Liaison Group

Cllr Kipling reported that the Clerk had made contact with CPRE who were unable to provide guidance regarding the management and enforcement of quarry traffic and referred to Mr Paul Price, West Midlands CPRE representative. He further reported Cornets End Lane to be a disgrace that is currently thick with mud, other debris and questioned the use of a wheel wash. The Clerk had circulated Members with the traffic impact survey that accompanied the 2012 planning permission granted to extend operations. There is no section 106 condition attached to any recent application for change of use or extension to operations for designated road network use except for Tarmac operations. Any new operator does not have to adhere to this condition. Cllrs Bell and Dickey requested the Clerk forward to them David Wigfield's email with survey and any other supporting paperwork for their perusal and suggested to Cllr Bell this is included in next Quarry Liaison group meeting.

IT WAS RESOLVED The Clerk to forward communication from David Wigfield to Cllrs Bell and Dickey.

6.8 Solihull Area Committee

Cllr Weaver advised the Committee met on 23rd January 2014 in Castle Bromwich.



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The new Charter has been rubber stamped by SMBC and Warwickshire County Council has requested adopting the Charter using the same template which is an accolade to the work of the Area Committee in re-writing and updating the Charter. Cllr Weaver reminded Members of the HS2 consultation for which they need to reply and the extended date of 10th February for Town and Parish Councils.

IT WAS RESOLVED Members agreed Cllr Weaver's update and Cllr Weaver was requested to write a response to HS2 consultation on behalf of Meriden Parish Council.

6.9 Tree Warden
Nothing to report.

6.10 Community Surgeries

The Clerk reported that a Community Surgery held on 13th January 2014 with Bruce Brant received three members of the public who raised the following issues:-

- Leys Lane on-going works.
- Meriden Gate – hedge removal and replacement; tree down in gales, but debris left in situ by Rangers as wildlife corridor that is now causing drainage issues as surface water is blocked from flowing into drainage; David Wilson advertising request to remove signage.
- Anti-social behaviour with door knocking and other general nuisance to residents during early hours, housing association also contacted for security lighting for vulnerable residents. Report to Police by Neighbourhood Coordinator.
- Update of outstanding items regarding roundabout repairs, tree, picnic bench and planters, ordering Yew tree, naming of Coronation island, bulb planting, pool tidy with Rangers, new gateway signage, lay-by and parking.

IT WAS RESOLVED The Clerk to continue to liaise with residents and SMBC officers to raise awareness of resident issues and action where necessary.

6.11 Community Speed Watch
Nothing to report.

6.12 HS2

Cllr Lee reaffirmed the Government decision to continue with HS2. Cllr Kipling asked if there was anything we could do and Cllr Weaver suggested the best mitigation we can achieve for residents affected and wider community. Cllr Diccio asked what residents were looking for as SMBC are collecting information from Town and Parish Councils affected by HS2. Cllr Weaver stated Meriden's submission would include traffic, noise impact, loss of green belt, effect of taking



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children to school, village displacement due to closure of road networks and accessibility to Solihull Town Centre including hospitals.

Cllr Kipling asked how many residents are aware of impact on village and how many have come to Parish Council office and looked through the Environmental Statements and Hybrid Bill available for public scrutiny? The Clerk confirmed only a handful of the public have been in.

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

The Clerk circulated by email to Members her actions since last meeting. There were no questions and the Chair expressed her thanks and acknowledged content.

8. District and County Councillors' Reports

Cllr Bell reported that SMBC were selective in what they can petition for HS2 mitigation. Cllr Weaver stated we need to know what SMBC is doing prior to consultation submission. Cllr Diccio advised no more construction traffic had been raised at working party meeting. Cllr Bell informed of a traffic survey before commencement of works and confirmed there are issues of noise, raised sound levels at Patricks Farm which will exceed 96 decibels. Cllr Kipling stated the only concrete hatching plant locally is on Cornets End Lane quarry site and therefore section 106 conditions should be agreed prior to any commencement of works and planning.

IT WAS RESOLVED Cllr Weaver will liaise with Cllr Bell and Cllr Diccio for mitigation and working party updates and respond to consultation on behalf of Parish Council.

9. Meriden Village Matters

9.1(i) Library Update

Cllr M Lee reported that she has now received emails from Hilary Halliday and Wayne Plant regarding refurbishment and alterations that would be in the region of 40K; she further advised a Condition Survey had been undertaken and she was going to request a meeting with Tracey Cox to further discussion. Cllr Diccio, Cllr Bell and Cllr Weaver requested they be included in any future meeting and late afternoon would be more suitable for attendees.

Cllr Lee informed Members she was looking at a resident volunteer scheme to tidy the upstairs of the Library. Cllr Diccio asked about strengthening works and whether the upstairs could be used for a computer suite? Unfortunately the level of work required converting the upstairs and meeting with DDA regulations including emergency and fire exit is prohibitive and therefore no longer a consideration. The Clerk confirmed Linda Wilson's email response that no programme of works is maintained by SMBC for their listed building portfolio. Cllr Weaver stated there was right to challenge from a conservation perspective given planning is strictly adhered and enforced when applications are made to extend or change an existing listed building; furthermore Wayne Plant has made recommendations for front extension to



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library building to be in accordance with the existing listed building both in scale and architectural appearance.

However it is noted that this has not been the case and there was no such enforcement with the remainder of the shops within the conservation area of Meriden Green, an example of which is the blue frontage of News Express. Cllr Bell agreed and said he would take the matter up with planning; he would further pursue the lack of maintenance to SMBC listed property.

IT WAS RESOLVED Cllr Lee will continue to liaise with Head of Libraries and explore options. Cllr Bell to report back at next meeting after consultation with planning and conservation officers.

9.1 (ii) Historic Panels

Cllr M Lee reported that the local historian is keen to assist with the history of buildings, but time is needed to follow up. This item is deferred to next meeting as there is no update.

9.2 Village Commemoration WW1

Cllr M Lee reported that the second meeting of the working group was held on 18th January with 14 attendees, including representatives from Village Hall Committee, Rotary, WI, Scouts/Brownies/Beavers, St Laurence Church, Tree of Thought, local Historian and the ABF Soldier's Charity. Ideas for fundraising and events were shared. The Cyclists Memorial event in May kick starts the commemorative calendar. The ABF will be present at the Bike Show in London to recruit 200 cyclists and agreed to promote the Cyclists Memorial Service in May for maximum attendance. The working group are putting together an electronic diary of events for a dedicated website getting the community involved including face book and twitter.

Cllr Lee has contacted a web designer who will provide 10.5 hours to design and provide search engine optimisation for £315; additionally there will be a charge of £39 to set up domain name with 5 years licence at £12 per annum. There will also be printing required to publicise events with a tentative budget of £95. Cllrs Lee and Weaver are looking to secure funding through Lottery's Heritage Fund with a grant of 3 – 10K, match funding is required for a favourable funding bid outcome and a contribution from each community group from working party is to be suggested at next meeting.

Cllr Lee requested Members consideration to financially support this initial cost to get the Village Commemoration Events started. Cllr Weaver suggested the Parish Council underwrite it and an amount is set aside in 2014-15 budgets to maintain the website for 5 years. Members unanimously agreed to this suggestion.

Cllr P Lee informed Members that the 30 Signals Regiment will be playing a football match with Triumph Meriden FC in September as part of the continued commemorative events arranged for the next four years.



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IT WAS RESOLVED Members unanimously supported and approved underwriting a £500 budget for website and promotion of events with potential funders being identified to secure funding to cover on-going costs.

9.3 Flooding, roads, crossing, bins, green, parking, trees/hedges

The Clerk advised Members that no new information had been received since last meeting. Cllr Kipling stated that there is no footpath between Meriden Hall entrance on Berkswell Road so residents may safely walk between the Social Club and Berryfields Farm Shop. The width of the road is not sufficient for two way traffic, particularly HGV and pedestrians and therefore restricts access to local resources. Cllr P Lee informed he and the Clerk had recently met with a concerned resident from Meriden Hall Park Homes with similar issues and concerns. The Clerk will take this item to Highways and report back at next meeting.

IT WAS RESOLVED The Clerk will continue to liaise with relevant officers and seek advice from West Midlands Police Traffic Division on the situation with HGV and Articulated accessibility via Berkswell Road.

9.4 Meriden Gate

Cllr M Lee advised a response had been received from David Waterson regarding questions raised at December's meeting, as follows:-

1. In view of the overage position, we have been monitoring the Meriden Gate development on a regular basis and as a result I recently requested a further update on the number of units left to sell. I am currently awaiting a response, and will let you know as soon as I hear back – ideally before your Parish Council meeting on 27th January, but bearing in mind the weekend in between I will let you have an update afterwards if necessary.
2. I note that MPC has decided the second play ground would be financially unsustainable, and I confirm that SMBC would not be in a position to take on the maintenance of it.
3. I believe that subject to completion of the restricted funds agreement, SMBC has already agreed that the £10K could be utilised elsewhere if it were not possible to proceed with the second play ground at Meriden Gate. Clearly the proposed alternative use would need to be something for the general benefit of the community in Meriden. I suggest that initially MPC determine the proposed use of the funds, via a public consultation process if you feel appropriate, and then the legal agreement can follow on to document the decision made.



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Members considered item 1 above and continue to wait for update on overage and unsold units; regarding items 2 and 3 above, Members are to put together a wish list of identified community projects that the 10K may be utilised.

Regarding the question of discharge, the Clerk read David Waterson's response dated 22nd November, and duly recorded as follows:-

"The land for the Sustainable Urban Drainage System (SUDS) works (including the balancing pond) was acquired by BDW and is still owned by them at present. There is an agreement in place with BDW for the Council to adopt the SUDS system following an inspection and approval process, and for the freehold interest in the land to be transferred to SMBC. We have not yet been approached by BDW with a request for the pre-adoption inspection to be carried out, but continue to monitor the position; however until the SUDS are adopted, BDW remain responsible for the maintenance of the site. I am not aware of any conditions affecting the land in relation to the adjoining Jephson and Packington properties."

IT WAS RESOLVED Members would consider community projects for next meeting. The Clerk will liaise with David Waterson regarding overage conclusion.

9.5 Taylor Wimpey Development & Associated Works

There has been considerable inconvenience from the recent Leys Lane 3-way lights and closure to residents. This has been taken up with Highways and TWH who will repair grassed area used as materials store, undertake inspection of works and ensure pedestrian footpaths are cleared of mud and debris. The Clerk awaits further updates from Highways and TWH on Leys Lane programme of works connecting into mains sewers.

IT WAS RESOLVED The Clerk will update Members accordingly.

9.6 Rural Ward Action Plan 2014-15

The Clerk has circulated to Members the Ward Action Plan for comment, and further circulated suggestions for inclusion as follows:-

- Pool tidy and on-going improving works with Rangers including re-establishing walk way around perimeter of pool that is covered with overgrowth.
- All Meriden gateway signs to be replaced acknowledging Meriden's historical Centre of England.
- Bollards to existing Fillongley Road crossing.
- Bollards to pedestrian walkway to restrict parking and pedestrian obstruction opposite café on Fillongley Road.
- Birmingham Road allocated parking area as identified in the Parish Plan.
- Continued daffodil planting for verges stretching to the top of Fillongley Road and continuing along verges in Millisons Wood.



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- An improvement to existing Fillongley Road crossing, without it being a “controlled crossing” i.e. table top. Currently the “new” centre refuge does not conform with DDA as anyone crossing at this point using a wheelchair is stranded as there are no dropped curbs to access shops, thus you have to cross at the uncontrolled crossing point between Maxstoke Lane and Spa.
- Reinstatement of grass verges that have been “churned up” due to resident parking on Kittermaster Road, left looking untidy and unsightly. To avoid future parking the supply of benches or large planters strategically placed to eliminate potential parking on verges and improve enforcement for not parking on grassed verges.
- To tidy up the line of Fir Trees along Kittermaster and the grassed area.
- To extend the double yellow lines between café and bus stop to eliminate pavement obstruction by café users.
- To improve parking from Darlston Court to Manor Hotel improving accessibility for Main Road residents.
- To consider how a pedestrian footpath may be provided for residents accessing Social Club and Berryfields Farm Shop. Currently the increase in large articulated vehicles in and out of Home Farm are making it too dangerous for residents to walk up Berkswell Road as there is nowhere for them to move onto other than a ditch.
- Increased enforcement for residents parking on pavements, obstructing walkways, parking on yellow lines.

IT WAS RESOLVED Members approved the “wish list” and the Clerk was instructed to forward this to Kath Hemmings, Neighbourhood Manager.

10. Meriden Sports Park

10.1 Cllr Weaver reported that the first Director’s meeting was held on 20th January; Cllr Weaver was elected Chair and Cllr P Lee was elected Vice-Chair. The purpose of the meeting was to identify who was doing what, and agree that application be made to Charities Commission for charitable status which will help with securing funding for the future sustainability of the Sports Park. The next meeting will be 13th March, and a User’s meeting is arranged for 14th April to include all sports team representatives, grounds work contractor and sports coaches.

IT WAS RESOLVED Members approved the set up.

10.2 Patrol Alarms CCTV

Cllr P Lee advised that SMBC had acknowledged receipt of complaint; the Clerk confirmed the latest email from David Waterson confirmed the matter remained under investigation. Cllr Lee outlined the issues for Cllrs Bell and Diccio, concluding that the current CCTV system is not fit for purpose and does not correspond to original build specification.

IT WAS RESOLVED Cllr P Lee will continue to monitor the situation.



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10.3 Packington Estate

Cllr M Lee advised that a letter (circulated to Members) had been received from Packington Estate regarding the potential use of land behind the Sports Park for the purpose of extending football/cricket pitch.

Members considered the options and stated their interest in moving this forward with the Estate Manager, Nick Barlow, to determine the cost of fencing the area and building up to a level surface, and who would undertake this work.

Cllr Kipling asked about the possibility of the Estate gifting the land to the residents of Meriden village. Members requested the Clerk to write to the Estate for more information and explore Cllr Kipling's suggestion.

IT WAS RESOLVED The Clerk will write to Nick Barlow, Estate Manager.

11. Planning Matters

11.1 Neighbourhood Planning Applications update for Members.

2013/2109 New*	Peastocking, Showell Lane	Retrospective roof extension and dormer window
2014/10 New*	The Grange, Main Road	UPVC Doors Grade II bldg
2014/18 New*	16 Grace Road	Single storey extension
2013/2028 Waiting	Cornets End Quarry Jack Moody Ltd	Concrete Platform new composting plant
2013/2041 Waiting	6c Meriden Hall, Park Homes	Holly Bush removal
2013/1859 Waiting	Windmill Lane, Balsall	Games Room
2013/1820 Approved	Maxstoke House	Oak trees with TPO
2013/1953 Refused	Fordsons Farm	Agricultural use
2013/1805 Withdrawn	Kinwalsey Lane	Garage
2013/1946 Approval	Kittermaster	Disabled access & ramp
2013/1874 Approval	News Express	Extension to make 2 nd flat

IT WAS RESOLVED The Clerk will continue notifying Members for comments and recording comments on planning portal.

12. Parish Council Newsletter Editorial Committee



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Cllr Lee advised Members it was unlikely that a Parish Newsletter would now be published. Members agreed to include news in Parish Council pages within the Meriden Magazine. Members agreed to take an extra page and approved payment for this purpose.

IT WAS RESOLVED Cllr M Lee will liaise with Meriden Mag editors. Members approved payment for additional page(s) in accordance with content requirements.

13. Oil Painting & Kittermaster Collection

Members debated an appropriate safe site for this painting to be hung. It was suggested that a suitable site is where it is currently stored, Heart of England Social Club. Cllr Kipling said he would put this on the agenda for consideration at the next Committee meeting.

IT WAS RESOLVED Cllr Kipling will report outcome at next meeting.

14. Councillor’s reports and items for future agenda

- (i) Cllr Kipling requested the impact statement for quarry traffic and HGV using Hampton Lane and Berkswell Road.
- (ii) Planning issues on Meriden Gate regarding lack of tree planting and landscaping not in accordance with development plan; also the reinstatement of historical hedges removed by developer.
- (iii) Cllr Kipling suggested future consideration be given to land buying with a view to investment and future sale.
- (iv) Cllr Weaver advised of the Urgent Care Road Shows in Solihull for public consultation on urgent care provision; she had looked at the website links and raised the question of what is classified as urgent care, acute medical care and how people are to be transported to centres to receive care not using 999. This service is considered to be “gatekeeping” and signposting to alleviate A & E which should only be used if unconscious. Speakers from the urgent Care Road Show team were to address Members but cancelled due to level of audience. The clerk will post notice of road shows for public attendance.

15. Correspondence & Communication for information share only

The Clerk electronically circulates information to Members.

IT WAS RESOLVED The Clerk will continue to circulate via email all updates.

16. Date and time of next meeting

The next Parish Council meeting will be held on Monday 24th February 2014 at 19.30 hours at Pavilion.

The meeting closed at 21.22

SignedCllr M Lee – Chair Dated