



# Meriden Parish Council

*the centre of england*

Minutes of the Parish Council Meeting held on 18<sup>th</sup> July 2016  
 Venue: Pavilion, Meriden Sports Park at 7.30 p.m.

<b>Present:</b>			
Cllr R Weaver	Chair		
Cllr M Lee			
Cllr R Kipling			
Cllr P Lee		Mrs B Bland	Clerk

There were no members of the public present.

**Cllr Weaver welcomed Members and Cllr Allsopp.**

**1. Apologies**

Apologies received from Cllrs Barber and Lynch-Smith due to ill health, Cllrs Nunn, Haque and Bell.

**2. Public Participation**

There were no members of the public in attendance.

**3. Declarations of Interest**

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

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

**4. Minutes**

The minutes of the Parish Council meeting held on 20<sup>th</sup> June 2016, circulated prior to meeting, were considered and agreed.

**IT WAS RESOLVED** Cllr Kipling proposed acceptance of the minutes of Parish Council meeting held on 20<sup>th</sup> June 2016, seconded by Cllr P Lee.

**5. Finance**

5.1 Approve July Payments

The clerk circulated July payments for consideration and approval and advised an additional invoice received from Askews for £660.00 should be added to total of Sports Park payments. Therefore the payments approval for the Sports Park is £7,827.36.

**IT WAS RESOLVED** Cllr P Lee proposed approval of July payments of £5,057.36 for Parish Council, seconded by Cllr Kipling. Cllr M Lee proposed approval of July payments of £7,827.36 for Sports Park, seconded by Cllr P Lee.

**Signed .....** Chair **Dated .....**

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It is recorded that Cllr P Lee raised the issue of litter in relation to what was being paid for daily litter picks v. the photographs taken of the sports park prior to football commencing Sunday morning. The Clerk was requested to raise this issue with the contractor.

**Action:** Clerk to speak to contractor.

## 5.2 Delegated Powers to Finance Committee for August Payments

In the absence of formal Council meeting due to holiday period, it was considered and approved delegated powers should be given to finance committee to sign off August payments.

**IT WAS RESOLVED** Cllr Kipling proposed delegated powers to Finance Committee for August payments approval, seconded by Cllr P Lee.

## 5.3 Grant Thornton Audit/Annual Return 2015-16

The Clerk advised Members that the annual return has been submitted for deadline 24<sup>th</sup> June with associated accounts requested. No members of the public had requested attending office to look at accounts.

**Action:** The Clerk will be liaising with Grant Thornton to conclude year end process and annual return.

## 5.4 Freehold transfer of Sports Park and VAT

Chair reported this was in hand and the clerk was liaising with Andrew Kinsey for a meeting week commencing 25<sup>th</sup> July with all parties to bring this matter to conclusion. The advice received thus far from WALC is that the Parish Council are required to pay it and claim back from HMRC.

**Action:** Clerk and Cllr Weaver to conclude with SMBC.

## 5.5 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.

## 6. Progress Reports

### 6.1 Village Hall Management Committee

Nothing to report.

### 6.2 War Memorials

Cllr P Lee advised nothing to report but asked what was happening with Memorial Approach planting. The clerk responded that although sponsorship had been secured and received, she was exploring options for a permanent ceramic poppy. Cllr Lee confirmed he would be keen to support this recommendation and happy to visit the National Arboretum to investigate artists and commissions.

**Signed** ..... **Chair**      **Dated** .....

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Additionally he would work with the clerk to secure War Memorial funding and get the local community involved by way of buying a tile! This could be a project to be realised for the centenary commemoration events for 2018.

**Action:** Cllr P Lee and clerk to explore options.

### 6.3 Meriden Pool

The advised that a meeting of Chris Barr, Ed Bradford/Harvey Speed, Adam Noon and Bruce Brant together with Cllrs Weaver, Haque and the Clerk is arranged for 25<sup>th</sup> July at 2pm at the Pavilion.

The purpose of the meeting is to discuss a partnership project for Meriden Pool improvement works.

Cllr Kipling advised that the feed of the Pool was not sufficient for the flow to remove the silt which has become a solidified mass.

**Action:** Clerk to liaise with officers for assistance to complete funding application to SITA and Tarmac.

### 6.4 Allotments

The clerk advised of full occupancy of allotments.

Cllr P Lee advised that there was an allotment that appeared used as storage? It was considered the allotment holder was in breach of the tenancy agreement and using it inappropriately. The clerk reported some verbal contact with the allotment holder.

**Action:** Cllr P Lee and the clerk to draft a letter, review agreement and carry out a site visit to inspect allotments.

### 6.5 Footpaths/Forum

Nothing to report.

### 6.6 Quarries Liaison Group

Cllr Weaver advised that the next meeting is 12<sup>th</sup> September. She further reported that it had been brought to her attention that the new operator Beechwood has been in breach of its EA licence at its Daventry Plant; furthermore the PC has been advised of material changes to original planning permission granted in March 2016 with notification going to Berkswell PC. Through FOI EA information has been received regarding the Daventry Plant and this has been forwarded to Gary Palmer and David Wigfield for comment. Members discussed and considered this issue and requested a public meeting be arranged for Beechwood and SMBC officers to address local residents regarding the impact of the material changes to the original design and future operation of the site.

**Action:** The clerk to liaise with Beechwood management and PR; Cllr Weaver to address issues with Gary Palmer at Area Committee meeting on 21<sup>st</sup> July. Cllr Allsopp to contact David Wigfield regarding Parish notification and consultation deadline and

**Signed** ..... **Chair**      **Dated** .....



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raise the poor communication with Parish Council. Any public meeting arranged to be attended by Cllr Allsopp and Cllr Kipling.

Cllr P Lee added that there has been a recent door to door survey by SMBC regarding refuse collection and an online survey regarding food waste is also currently live.

Cllr Weaver further stated that a recent report undertaken by Warwickshire Wildlife Trust has indicated that Meriden has lost its nesting sand martins due to removal of cliff face and infilling of quarry lagoons.

**Action:** Chair to forward information from WWT to Adam Noon, SMBC Ecologist, for his comments.

## 6.7 Solihull Area Committee

The next quarterly meeting will be held on 21<sup>st</sup> July and Gary Palmer is the guest speaker. Any Councillor may attend.

## 6.8 Tree Wardens & TPO List

Nothing to report.

## 6.9 Community Surgeries

The Clerk hosted a surgery on 4<sup>th</sup> July with Bruce Brant and Cllr Weaver in attendance; highlights circulated prior to meeting, as follows:-

1. A delegation of Arden Close residents regarding an incident on Saturday 2<sup>nd</sup> July involving an artic and private wall. The driver collided with the wall 3 times causing considerable damage. This prompted anger, anxiety and requests to the PC for assistance to bring the Co-op to the table.

Additionally another property reported repeated damage to their garden and the property immediately adjacent to delivery area, has repeated damage to their driveway of which a patch has been re-done that does not match with the remainder of the drive and this too is now damaged.

The corner stones on Highways land is are also sunken and damaged due to weight of delivery vehicles accessing the rear of the Co-op.

Refrigeration lorries are left running.

Deliveries commence at 07.00 in the morning and coincide with school runs morning and afternoon.

Immediate action taken by the Clerk by (i) getting Sam Buxton, Area Manager on the phone (ii) residents venting their comments directly to Mr Buxton (iii) the Clerk and Neighbourhood Co-ordinator to attend meeting with residents and the Co-op

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management (iv) the Clerk to arrange a meeting for either the 12<sup>th</sup> or 14<sup>th</sup> July for the purposes of finding a solution and a site meeting to evaluate damage and undertaking of insurance/remedial works.

2. A request for Hampton Lane footpath resurfacing works.
3. A request for a grit bin to be sited for Arden Close residents to use for the close and footpath to shops in the winter.
4. The central Village bus shelter, Solihull route, to be relieved of litter and vegetation build up behind it.
5. The sports park frontage topiary reported to be letting the Park down and in need of trimming; the resident that brought this to our attention requested permission to sort it out. A huge thank you for volunteering her services.
6. The walkway to shops from Arden Close needs attention from street cleansing.
7. Continued dog fouling reported on Green and Walkways to shops, sometimes using Arden Close gardens!
8. Continued obstruction of footpaths by lorries using double yellow lines for deliveries in and around the Green.
9. Overhanging trees and shrubs at No.41 Main Road requested to be cut back for better sight line and walkway access.

6.10 Community Speed Watch  
Nothing to report.

### 6.11 HS2

Chair confirmed Cllr Richard Lloyd and Mr David McGrath attended House of Lords HS2 Select Committee. The presentation they gave reflected the mitigation of issues impacting Meriden. The link to view Meriden Parish Council's representation at last week's High Speed Rail (London-West Midlands) Bill Committee at the House of Lords is as follows:-

Meriden resident, David McGrath, and the council's House of Lords agent, Richard Lloyd, speak on behalf of Meriden.

<http://parliamentlive.tv/Event/Index/036278f5-2d54-4f67-823a-d6d9c9b92b59>

**Action:** The clerk to write a letter of thanks to Cllr Lloyd and Mr McGrath. The link to be put onto the Parish Council website.

### 6.12 Meriden Sports Park (quarterly summary only)

6.12(i)Chair provided a quarterly update as follows:-

- Usage by cricket/football/community groups going well. A new edition to the Pavilion is Meriden Vintage Teas, on selected Sunday afternoons.
- Failure of rainwater harvesting system without manufacture warranty as they are no longer in business. The system requires a microprocessor unit, but this cannot be sourced.
- Regal, original install engineers, provided an excellent service, attended site and made a by-pass to mains water and it is recommended that harvesting

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unit is defunct. This brings a new set of problems with exploration of underground tank removal to prevent contaminated water build up. Guidance to be taken from Regal.

- ASB and criminal damage resulted from acts of vandalism of temporary toilets in car park. Heart of England pupils involved and this was dealt with promptly by school staff. West Midlands Police were also called and a formal report lodged and crime number issued. Addition patrols were being provided in and around Meriden.
- A new Director has been recruited and the formal application process begins resulting in elections at AGM on 12<sup>th</sup> October 2016.
- There is no Trustees feedback from Cllr Lynch-Smith.
- The Business Plan and associated budgets have been completed and sent to Trustees.

## 6.12(ii) Hosting of OS Equipment

Chair advised that the clerk had met with Graham Pennington regarding the exploration of the sports park storage roof housing OS satellite kit. Information has been circulated to Members for consideration prior to the meeting and has a few examples of the type of poles, mounts used for the antenna along with some other general information for your interest.

At this stage this is a tentative enquiry, with several other factors influencing where the install of the equipment should be sited. An annual rent of £750.00 is to be paid for siting the kit at the sports park.

**Action:** The clerk to advise Members in principle agreement for the sports park to host OS satellite kit. More information is required regarding router and GMS switches.

## 7. Clerk's Report

The Clerk provided a summary of actions circulated to Members prior to the meeting. There were no questions.

## 8. District and Ward Councillor Reports

Cllr Allsopp advised that HS2 was to continue under the new government.

## 9. Correspondence & Communication

Chair advised the clerk had circulated emails and other correspondence for information with the following received:-

- Severn Trent Water – advising new system and tools as part of Water Plus.
- Public consultation from Warwickshire County Council regarding Planning Applications for Minerals via a Statement of Community Involvement which can be accessed via Warwickshire's website for comments.
- Heart of England Way booklet of footpaths and walks.

**Action:** pass to Cllr Lynch-Smith.

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- SMBC notification of Internet Scams from Trading Standards with July being “Scam Awareness Month”.  
**Action:** Posters to be placed in Library.
- Defibrillator information from Heart Foundation.

## 10. **Meriden Village Matters**

### 10.1 Library Update

Nothing to report.

### 10.2 Village Commemoration WW1

Cllr M Lee advised that there will be a Candlelight Vigil at St Laurence Church for Lieutenant Reginald Ernest Melly on 30<sup>th</sup> July.

Cllr P Lee added that the original Memorial Plaque that was removed and replaced in the Village Hall should be sited at the Memorial Approach site and incorporated in the artwork of a ceramic poppy. This to be further discussed and options explored.

**Action:** Cllr P Lee and the clerk to look into this further.

The group continue to focus on finishing their publication which is currently undergoing proof reading by local historian.

Cllr M Lee further requested the clerk to pull together the funding log for income and expenditure for Lottery monitoring.

**Action:** Clerk to advise when information is available.

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

Nothing to report.

### 10.4 Taylor Wimpey (Transfer of Allotments/freehold land)

The clerk advised that Stephen Birchley, Taylor Wimpey, had attended site and noted requests for:-

- Additional picket fencing around newly planted copse, currently being used as cut through by allotment holders.
- Handrail to steps leading onto Leys Lane.
- A fenced guard to prevent run out onto Leys Lane from steps.
- Better signage instructing no disabled access from footpath to Leys Lane via steps.
- STWA investigation for supply should water need to be turned off. Also the loss of one trough serving allotment plots 1,2 and 3.
- Legal team continues to work through agreement with Trinity who have ownership rights for the car parking and storage sites that should be included in the land holding for transfer back to the Parish Council.

**Action:** Clerk continues to work through outstanding issues with Taylor Wimpey for resolution and conclusion.

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10.5 Highways  
Nothing to report.

## 10.6 Land Registry & Ownership

This item is part of the ongoing work by Hannah Robson through the Neighbourhood Planning group and continues as a work in progress.

## 10.7 Solihull Neighbourhoods in Bloom & Heart of England in Bloom 2016

The Clerk advised that judging is underway week commencing 18<sup>th</sup> July in the village.

## 10.8 Litter

The clerk advised that Members emails regarding litter on the Green, emptying of bins forwarded to Tammy Rowley, remain unanswered. Members requested a letter be written quoting the Parish and Town Councils Charter for all correspondence to be answered. A copy to be sent to the CEO, Nick Page.

## 10.9 Mobile Mast Update

The Clerk advised that due to lack of evidence for need, discussions between the Manor Hotel and service providers have ceased. Cllr Kipling stated that he would take this up and offer the Heart of England social club as a location for a telecoms mast.

**Action:** Cllr Kipling to investigate the Heart of England social club as potential site.

## 10.10 Local Council Award Scheme

Chair advised this remains a work in progress and will be picked up at next Development Day. Cllr M Lee is providing a template for pen-portraits and Member profiles for website.

## 10.11 82 Bus Route & Failure of Service

Nothing to report.

## 10.12 Street Association Project

Nothing to report.

## 11. Solihull Partnership Forum

Nothing to report.

## 12. Planning Matters

### 12.1 Neighbourhood Planning Update

Cllr M Lee reported another 47 paper surveys had been received that need to be posted immediately

**Action:** Cllr P Lee to arrange postage.

Signed ..... Chair Dated .....

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Cllr M Lee further advised the recent communication with Mr McGrath regarding SMBC’s Call for Sites as part of their Local Plan Review process and recommendation to organised two public meetings. She went on to report that the Parish Council planning consultant has already been engaged to carry out an independent technical assessment of the “call for sites” in Meriden. There is a difference of opinion as to how residents are consulted and consideration that public meetings will only serve to provide limited and sketchy information at this stage. She further stated that more value would be to wait until Neil Pearce had completed his report and then disclose the findings and engage with SMBC.

Chair continued that Neil Pearce is an independent advisor working with Parish and Town Councils on all aspects of neighbourhood planning, of which the “call for sites” falls into. The Parish Council has a duty of care to residents, and therefore have appointed an independent technical assessment of the twelve identified Meriden sites, to remain confidential until SMBC have concluded their consultation, at which point the Parish can challenge the findings from their independent technical assessment. Members agreed this approach to be best and approved the continuance of independent technical assessment by Avon Planning.

**Action:** Cllr M Lee will advise Mr McGrath of the Parish Council’s decision.

## 12.2 Planning Application Status Updates

Cllr Kipling advised the planning committee was responding to planning application notifications but there have not been many received during the month. The Spar shop refurbishment is for internal refit areas and make shop safe. Members requested this be looked to see if any refurbishment links to previous planning application for building in the car park of premises. Planning enforcement awaits decision regarding bricked up windows, general appearance and any amendments to dormer windows. There is still no update from secretary of state regarding Pertemps Appeal.

## 12.3 Update of Old Garage & Caravan Storage Site, Birmingham Road

The clerk had circulated David Wigfield’s update as follows:-

“The application (PL/2016/00722/MINFDW) was approved last month.”

**Action:** The clerk has emailed David Wigfield for further comment.

## 12.4 Unlawful Caravan Storage Site

The clerk had circulated David Wigfield’s update as follows:-

“The offender was convicted and at the Hearing on 23<sup>rd</sup> June he was fined £1,000 and ordered to pay a further £1,000 costs. The Council subsequently gave him a further 28 days to clear the land, which runs to the end of this week. I have received an email from him which seems to finally accept that he must and will comply, but no doubt it will still take a while yet – we will continue to monitor the situation and keep up the pressure. The land owner also posted notices on all the caravans last week, which should hopefully help to move things along.”

**Signed** ..... **Chair**      **Dated** .....



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12.5 Land for Burial – Cllr Lynch-Smith  
Nothing to report.

12.6 Copse & Bridleway  
Nothing to report.

12.7 Community Asset/Right to Bid  
Nothing to report.

12.8 Enforcement Notice Register  
Nothing to report.

**13. Parish Council Development Day**

The next development day is to be either 17<sup>th</sup> or 30<sup>th</sup> September. The clerk to circulated dates to Members with a request to choose availability; also invitation to be extended to James Carpenter or Gary Palmer regarding a planning briefing.

**Action:** The clerk to email invitations to Messrs Carpenter and Palmer; and email members for their preferred date to attend.

**14. New Website**

Cllr M Lee advised that she is working towards a template for pen-portraits and Member profiles regarding areas of responsibility and committees to which they have responsibility. The new logo has been photo-shot by Cllr Barber. Cllr Lee will circulate to Members for their comments and then forward to website designers.

**Action:** Cllr M Lee to forward gallery, branding and template to Members.

**15. Councillor’s reports and items for future agenda**

Cllr Kipling advised Berkswell Road verges and boundaries with Morrison Park Homes is overgrown and impacting on driving positions i.e. taking centre line to avoid wing mirrors being knocked off or improving sight lines when rounding corners. A request to Bruce Brant for a letter to be send to landowners requesting maintenance and making safe site boundaries pedestrians and drivers.

**16. Date of Next Meeting**

The next Meeting of Meriden Parish Council is to be held on Monday 19<sup>th</sup> September 2016.

The Chair closed the meeting at 21.10.

**Signed .....** Chair **Dated .....**

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