

## **Minutes for the Parish Council Meeting held on 28<sup>th</sup> July 2008 in the Village Hall at 7.30pm.**

### **Present**

Ms Weaver (Chair), Mr Goodsir, Mrs Goodsir, Mr Kipling, Mrs Lee, Mr Markham, Mrs Markham and three members of the public.

### **1. Apologies**

Mrs Hamilton.

### **2. Declaration of Interest**

The Chair invited members to make declarations of personal and prejudicial interest in respect of items on the agenda of the meeting.

### **3. Minutes**

#### **RESOLVED**

That the minutes of the sub-committee meeting on 11<sup>th</sup> June 2008 as amended to refer to Warwickshire and Northamptonshire Air Ambulance can be taken as read and signed as a correct record.

#### **RESOLVED**

That the minutes of the last Parish Council meeting on 23<sup>rd</sup> June 2008, having been circulated, be taken as read and signed as a correct record.

#### **RESOLVED**

That the minutes of the last Parish Council sub-committee meeting on 16<sup>th</sup> July, having been circulated, be taken as read and signed as a correct record.

### **4. Matters Arising from the Minutes**

None.

### **5. Public Participation**

#### **5.1 Bonfires**

Resident has had problems with bonfires in the past. These are not required due to the facilities which are provided by SMBC ie the tip, green bins etc.

#### **5.2 Speeding**

Fillongley Road, Birmingham Road Millisons Wood, Main Road. Chair/Mr Markham advised resident of the Community Speed Watch initiative. Flashing speed sign which was on Fillongley Road was temporary and is shared amongst the borough and therefore should return at some point in the future. Registration numbers should be recorded and reported to the police.

#### **5.3 Various**

Overgrown tree branches obscuring the streetlights/scratching buses when pass.  
Lamposts not numbered, glass not cleaned and variety of lighting ie colour height etc.  
Footpaths overgrown and like jigsaws.  
Hedgerow adjacent to the doctors path is overgrown (owned by Packington Estates)

### **6. Correspondence and Communication**

#### **6.1 Solihull MBC – Solihull in Bloom**

Heart of England in Bloom judging was on 17<sup>th</sup> July. National Britain in Bloom competition on Thursday 7<sup>th</sup> August.

#### **6.2 Cancellation of Village Hall for 6<sup>th</sup> August**

Further to discussion at the Parish Council Meeting on 23<sup>rd</sup> June 2008 the sub-committee meeting on 6<sup>th</sup> August has been cancelled. Village Hall booking has been cancelled and no fee will be charged.

#### **6.3 NALC – Legal Briefings**

The following legal briefings have been received and have been put on circulation:

- Corporate Manslaughter and Corporate Homicide Act 2007.
- Empowerment White Paper – Communities in Control.
- The Power of the Promotion of Economic, Social or Environmental Well Being.

#### **6.4 West Midlands Police – Manpads Neighbourhood Policing Team**

A small team working at BIA set up to deal with counter terrorism, particularly the potential threat to aircraft being attacked from the ground by missiles. This is minimal risk and the security threat assessment has not been raised and there is no cause for alarm. As part of a government led initiative they are trying to engage the community to assist us by being extra “eyes and ears”. They would like to attend a Parish Council Meeting to give a short presentation.

#### **AGREED**

To invite them to sub-committee meeting and to include in the Meriden Mag newsletter.

#### **ADDITIONAL**

##### **6.5 Meriden Tree of Thought in aid of Macmillan Cancer**

Alan Lole will be arranging this again this Christmas. Tree in place week commencing 17<sup>th</sup> November and taken down 6<sup>th</sup> January. No objections.

##### **6.6 West Midlands Police – Inflatable football pitch.**

Email from Nigel Sarling - They have have hit a few problems in respect of suitable locations. The local authority have some fairly stringent conditions for laying it out. Unlikely to continue.

#### **7. Receive Reports**

- **Committee Member for Village Hall Management Committee - Mrs Goodsir**  
Next meeting tomorrow night. 60<sup>th</sup> Anniversary Celebrations on 20<sup>th</sup> September. Will obtain further information and report back.
- **School Governors for Parish Council - Mrs Goodsir** – no report
- **Committee Member for War Memorial - Mr Markham** – no report
- **Pool - Mr Goodsir, Ms Weaver, Mrs Hall** – see 8.6
- **Allotment Representative - Mrs Hall, Mr Goodsir** – see 8.7
- **Footpaths / Forum - Mrs Hamilton**  
New gates have replaced stiles giving easier access. Hedges/vegetation cut back in spring. Gate into Church Lane from the footpath across the field behind the Village Hall is falling forwards.
- **Meriden Sands Working Group - Mr Kipling, Mr Markham**  
Suggested the Parish Council write a letter to SMBC to ask if they would share information with the Parish Council re future plans and what they are going to do to back fill.
- **Conservation Committee - Ms Weaver** – documentation on circulation
- **Local Strategic Partnership - Ms Weaver, Mrs Hall** – no report
- **Police Rural Assembly - Mr Markham** – minutes on circulation
- **Solihull Area Committee - Ms Weaver, Mr Kipling**–minutes will be circulated
- **Tree Wardens - Mrs Markham** – no report
- **Village Appraisal - Mrs Lee, Ms Weaver, Mrs Goodsir** – see 8.1
- **Police Priority Setting Meeting - Mrs Markham, Mrs Hall**  
See 6.4. Three priorities were antisocial behaviour, parking on the roadside and verges, speeding.
- **E-Consultation Hub demo by the Planning Portal Mrs Hall**  
No longer receiving plans from SMBC re planning applications. Meeting to promote use of a new E-consultation hub (website) to access in respect of all planning applications. Will be accessible by anybody and you will be able to view all comments. SMBC will be sending out questionnaire to assess each Parish Councils requirements to use the E-consultation hub.

#### **8. Village Matters**

##### **8.1 Village Appraisal Update**

Last meeting was Thursday 17<sup>th</sup> July at Heart of England Social Club. The next stage is for theme groups to conduct research which will complement the information received from the household questionnaire. The following theme groups are in early formation. Each is headed by a convenor, anyone is welcome to contribute in any theme group which they are interested:

- 1 Older people/young people/children (Liz Willis)
- 2 Community and the environment (Sharon Tuersley)
- 3 Health, social care and education (Tessa Roxburgh)
- 4 Planning, housing, employment and village facilities and assets (Iain Roxburgh)
- 5 Transport, traffic, parking, footpaths etc (To be arranged)

The target is to produce a short report on the theme to form the basis of the relevant section in the Appraisal Report.

The target date for production of the Appraisal Report is October 2008.

Another bid will be applied for to cover the Parish Plan.

Next meeting 14<sup>th</sup> August 2008 at 7.30pm in the Heart of England Social Club.

## **8.2 Maxstoke Lane Development**

Reply received to our letter requesting Solihull MBC's Land Agent's DTZ also act on behalf of the Parish Council received. Mark Rogers, now the acting Chief Executive of Solihull MBC has met with Mark Scoot, Director of DTZ's Birmingham Office and agreed that the Parish Council will be copied into all advice given. Also enclosed with the letter was a detailed breakdown of costs spent so far. Chair and Clerk reviewed the costs and there are a few items which need clarification with SMBC.

## **8.3 Changing Room Repairs**

The repairs have now been completed. On stripping the flat roof, it was discovered that additional work was required. The fascia boards are very bad and have therefore been covered with new wood. Whilst Mr Ledbrook was at the playing fields on Tuesday, kids climbed straight onto the roof. Heart of England Alliance will be putting anti climbing paint on the top ledge of the roof. Appropriate signage will also be put up.

## **8.4 Safety Improvements at the Playing Fields**

The safety surfacing has been laid and the Clerk has instructed Chris Dean to replace the swings which will be completed early this week. Solihull MBC are not willing to renegotiate their previous offer to pay for the improvement works but for the cost to be deduced prior to the net proceeds of sale being split between SMBC and Meriden PC. The invoice has been sent to Mike Swallow for payment.

## **8.5 Heart of England Football Alliance**

This started on 26<sup>th</sup> July Those who attended thoroughly enjoyed the morning. More advertising required for the 11-14 age group in particular. To be put in Meriden Mag again.

## **8.6 Pond**

Kath Hemmings, Neighbourhood Manager of Solihull MBC has been in contact with BWB Consulting and has advised us as follows. BWB will get three contractors (if possible) to provide quotes for investigative works ie the cost of diagnosing the problem. There will be a relatively small fee for BWB to manage this. Once they get the results BWB can give a more detailed breakdown as to what the final contractor needs to do to remedy the problem. This can be used to obtain final quotes for the works element required.

## **8.7 Allotments – plot 1 as car park request for sheds and burning of non compostable weeds/wood.**

Solihull MBC Planning Officer has confirmed that there is no requirement to gain planning permission for the temporary parking of cars on an allotment in Leys Lane.

### **RESOLVED**

That Brian Ball is asked to cut back allotment 1 as per his original quote (minute ref 080514-11.6) in the sum of £45 and that allotment holders are written to, advising that, once it is cut back they can use it as parking but to use their discretion as to the ground condition. If they ground is getting churned up the Parish Council will review the decision.

Letter received from tenant of plot 16 asking to erect a garden shed no bigger than 6x4 at the bottom of the plot. Also, whether he is allowed to burn garden non-compostable weeds/wood.

There is nothing in tenancy agreement regarding fires. However, a fire could be perceived as a nuisance to other allotment holders and possibly neighbours to the site.

### **RESOLVED**

For the erection of the shed.

### **RESOLVED**

Vote took place in respect of fires. 3 in support of fires and 4 in favour of not having fires. Clerk to write to all allotment holders and advise them of this decision.

## **8.8 Solihull MBC – Application for a modification order to add a public footpath Birmingham Road to Maxstoke Lane, Meriden**

Mr Goodsir awaiting photographs of the map in the Queens Head. Chair to meet with Vice Chair to obtain further details from witnesses.

## **8.9 Community Speed Watch**

Chair discussed with PC Sharon Williams at the last police surgery.

- Launched in Tidbury Green on 5<sup>th</sup> June and operated once a week since then.
- 150 letters have been sent out and only one query received.
- They are operating 4 sites and will be revisiting to see if there is any change.
- Training takes a couple of hours which includes how to use the equipment, conflict resolution and health and safety.
- Up to 4 operators and the equipment are insured by the police.
- Sharon Williams will be attending the next SAC meeting on 2<sup>nd</sup> October.
- Volunteers covered by police insurance.

## **8.10 Automatic Number Plate Recognition**

No further information at present.

## **8.11 West Midlands Police – Parking Offences**

Mr Markham obtaining further information for further consideration at the next Parish Council meeting.

## **8.12 Reducing your Carbon Neutral Footprint.**

**AGREED**

For article to be put in the Meriden Mag.

## **8.13 Meriden Mag – Deadline 4<sup>th</sup> August**

Newsletter currently includes: Community Surgery Dates, new neighbourhood co-ordinator details, pond update, Football Academy, crime prevention message from West Midlands Police – re shutting doors and windows when not in, request for community groups to contact Liz Willis who is compiling a register of community groups. Anything else? – Footpath modification order, Village Appraisal – Mrs Lee to negotiate separate page. Reducing your carbon neutral footprint.

## **8.14 Public Conveniences**

Chris Dean of Advanced Maintenance Services has been asked to clean up the door ways to the public conveniences.

## **8.15 Meeting Dates 2009**

Dates need to be approved for bookings of Village Hall for 2009

**AGREED**

For further discussion at next Parish Council meeting.

## **9. Planning Matters**

**9.1 2008/1151 – Swallowfield, Hampton Lane, Meriden** – Change of use of 3 residential bedrooms to bed and breakfast operation.

**RATIFIED**

There have been several applications over the last 4 years. The Parish Council have objected on some principal on all applications. However, their views have not been taken into consideration. The Parish Council are extremely upset. The applicant's intention has been to achieve bed and breakfast accommodation by stealth and have not been honest in their applications

**9.2 2008/1069 – Land opposite Ivy House Farm, Harvest Hill Lane, Holly Berry End, Meriden** – Prior notification application for agricultural implement barn.

Solihull MBC Agricultural Prior Notification Refusal, for the following reason:

The size and siting of the proposed building would have an undue detrimental impact upon the visual amenity of the Green Belt. The Proposal would therefore contravene Policy C2 of the Solihull UDP 2006.

**9.3 P/A2008/927 – 129 Fillongley Road, Meriden** – Two storey side extension.

Solihull MBC grants full plans approval.

**9.4 P/A 2008/1348 – 7 Hampton Grange, Meriden** – Demolition of existing detached garage and erection of a two storey side extension to form new garage with bedroom over.

## **RESOLVED**

Over intensification and percentage increase.

## **ADDITIONAL**

**9.5 P/A2008/1134 – Meriden Hotel, 155 Main Road, Meriden** – 1 projecting sign and 1 wall mounted sign.

## **RESOLVED**

Object to the projecting sign and the illuminated bollards. Agree to the wall mounted sign if the original sign is removed.

**9.6 P/A20081133 – Meriden Hotel, 155 Main Road, Meriden** – retention of timber decking

## **RESOLVED**

Leave to conservation committee.

**9.7 2008/189 – Pertemps Investments Ltd, Meriden Hall** - Wood Gazebo Smoking Shelter - SMBC decision at Planning Sub-Committee 2<sup>nd</sup> July - Refused on the grounds that residential amenity would be adversely affected as a result of smoke from the shelter

**9.8 2008/689 – Pertemps Group Ltd Meriden Hall** – construction of a building to accommodate a communication and response centre – SMBC decision at Planning Sub-Committee on 2<sup>nd</sup> July - Refused.

**9.9 Land adjacent to Meriden Garage**

Heard at Solihull MBC Planning sub committee on 23<sup>rd</sup> July. Recommendation in report was; that the Chief Executive be authorised to issue an enforcement notice against all breaches of planning control on the land. Decision awaited.

## **10. Accounts**

### **10.01 Clerk – Six Month Probationary Period**

Standing Order 38 must be read in conjunction with this requirement. (If at a meeting there arises any question relating to the appointment, conduct, promotion, dismissal, salary or conditions of service, of any person employed by the Council, it shall not be considered until the Council or committee (as the case may be) has decided whether or not the press and public shall be excluded. (See Standing Order No. 68.)).

Chair and Mrs Goodsir held Clerk's six month review meeting on 25<sup>th</sup> June. Post confirmed. Personal development plan agreed for next 12 months. Chair has drafted a letter to the Clerk. For signature this evening.

## **RESOLVED**

Letter to be signed and given to Clerk.

### **10.02 Water Services Bill – Public Conveniences (item 10.11)**

Bill received in the sum of £579.33 for period 28<sup>th</sup> November 2007 to 17<sup>th</sup> June 2008. This is not an estimated bill. In December the water was turned off by Christopher Dean which has been confirmed by the Clerk in a conversation with Mr Dean. A possible explanation is that as the previous bill was only an estimate the water usage could have been consumed prior to the water being turned off in December.

## **AGREED**

That the invoice is paid in full but in instalments.

### **10.03 Uncashed Cheque**

Clerks risk assessment training was cancelled therefore cheque for £95 made payable to City College Coventry was returned to us. Cheque destroyed. Will be entered in the cashbook as a receipt to balance books.

### **10.04 Financial report for first quarter of financial year.**

### **10.05 Solihull MBC – Match Funding**

Request to Solihull MBC for £250, as agreed for match funding in Britain in Bloom.

### **10.06 Audit**

Accounts for 2007/2008 along with requested documentation were submitted to Auditor prior to 21<sup>st</sup> July.

### **10.07 HM Revenue & Customs**

Request has gone for payment of £100 for sending return for 2007/2008 online.

## 10.8 Clerks holiday

Clerk has booked holiday on the following dates:

Friday 1<sup>st</sup> August – Sunday 10<sup>th</sup> August

Saturday 23<sup>rd</sup> August – Sunday 31<sup>st</sup> August

### Accounts for Payment

1)	J Hall – Salary (Expenses M&S and John Lewis Vouchers £100, Post office £2.32, Ink £43.77 (total £146.09)	£ 799.55
2)	HM Revenue & Customs – NI & Income Tax	£ 100.37
3)	West Midlands Pension Fund – Superannuation	£ 170.77
4)	Mr B Ball – Grass cutting, green and playing field, litter pick Fill’y Rd	£ 998.50
5)	AMS – C Dean – Clear litter, inspection of playing field	£ 276.00
6)	SMG Services – Bus Shelters	£ 108.00
7)	Severn Trent Water – Allotments	£ 159.04
8)	Wright Hassall Solicitors –Fees 19 <sup>th</sup> May to date (£710 plus VAT)	£ 834.25
9)	Village Hall Management Committee – Hire of Village Hall from 16 <sup>th</sup> April – 23 <sup>rd</sup> June.	£ 170.00
10)	Severn Trent Water – Playing Fields (28/11/07 to 30/6/08)	£ 57.32
11)	Severn Trent Water – Public Conveniences (28/11/07 to 17/6/08)	£ 154.07
12)	Viking Direct – Screen/Easel/Flipchart pads/whiteboard pens/Pointer Office Paper (Village Appraisal Grant Funded)	£ 328.60
13)	Norwood Press – Village Appraisal Newsletter	£ 90.00
14)	J Hall (reimbursement of purchase of Laptop and anti virus software for presentations/Village Appraisal, Village Appraisal Grant funded)	£ 408.99
15)	Wicksteed Leisure, Supply and install safety surfacing at playing fields, Supply of cradle seat and flat seat. (£1935.00 plus VAT) (Invoice sent to SMBC for payment)	£2343.61

### Additional

14)	Viking Direct – Sanyo Projector (ordered with other items 10.12 But shipped separately. Invoice received later.	£473.47
15)	R Weaver – Chairs quarterly allowance	£240.00

### RESOLVED

That the above accounts are approved for payment

### 11. Date of Next Meeting

The date of the next meeting is the Parish Council Meeting on 18<sup>th</sup> August 2008 starting at 7.30pm in the Village Hall.

There being no further business, the Chair thanked everyone for attending and declared the meeting closed at 9.40pm.

Chair : \_\_\_\_\_

Date : \_\_\_\_\_

### DOCUMENTS ON CIRCULATION.

- Solihull MBC – Your Solihull, Summer 2008 – on circulation.
- NALC – Local Council Review July 2008 – on circulation.

- c) Solihull MBC – Conservation Advisory Committee 24<sup>th</sup> June 2008, documentation on circulation.
- d) West Midlands Police – Monthly Newsletters for March, April, May – on circulation
- e) Solihull MBC – Neighbourhood Management Newsletter and Action Plan for Meriden – circulated by email.
- f) West Midlands Local Government Association – Speaking Out April 2008 – on circulation.
- g) CPRE – Countryside Voice – Summer 2008 – on circulation
- h) WALC – Newsletter June 2008
- i) WALC - Issue 1 of Warwickshire Post Offices Update from Warwickshire CC.
- j) West Midlands Regional Assembly and West Midlands Local Government Association – Speaking Out - June 2008
- k) NALC – Legal Briefings
  - Corporate Manslaughter and Corporate Homicide Act 2007.
  - Empowerment White Paper – Communities in Control.
  - The Power of the Promotion of Economic, Social or Environmental Well Being.
- l) Solihull MBC – Conservation Advisory Committee documentation relating to meeting on Monday 14<sup>th</sup> July.
- m) Solihull MBC – Annual Report 2007-2008
- n) Quality Parish Status Presentation Slides
- o) Reducing Your Carbon Footprint Presentation Slides.