



# Meriden Parish Council

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Minutes of Meriden Parish Council Meeting held on 25 March 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 J Barber	
Cllr M Nunn	
Mrs B Bland	Clerk

**In attendance:** 2 members of the public.

## **Public Participation**

Nothing to report.

## **1.Welcome & Apologies**

Apologies received from Cllr Weaver and Cllr Lynch-Smith due to family commitments and Cllr Bell due to extended leave.

**IT WAS RESOLVED** Members duly noted and accepted Cllr Rosie Weaver, Cllr F Lynch-Smith and Cllr D Bell's reasons 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 25<sup>th</sup> February 2013**

The Clerk had circulated Members by email minutes of the meeting held on 25th February 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 25<sup>th</sup> February 2013.

## **4. Progress Reports (Committee/Councillor)**

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.

4.3 War Memorial – Cllr P Lee  
Nothing to report.



#### 4.4 Pool

Nothing to report.

#### 4.5 Allotment Representative – Cllr M Lee

Nothing to report as this is referred to agenda item 10.1.

#### 4.6 Footpaths/Forum – Cllr Lynch-Smith

Nothing to report.

#### 4.7 Mining and Minerals Group – Cllr R Kipling

Nothing to report.

#### 4.8 Local Strategic Partnership – Cllr R Weaver

Nothing to report.

#### 4.9 Solihull Area Committee – Chair & Cllr R Weaver

Nothing to report.

#### 4.10 Tree Wardens – Cllr R Kipling

Nothing to report.

#### 4.11 Community Surgeries – Clerk

The Clerk reported the following issues had been brought to her attention:-

- Water leak Millisons Wood – A meeting has been arranged with Bruce Brant and concerned resident with a view to STWA undertaking necessary repairs.
- Alspath Community Centre – Resident concerns regarding replacement venue and subsequent cost. Cllr M Lee reported that the Methodist Church Hall would be the new venue for the senior residents group to meet weekly.
- Parking in and around The Green – Concerns about lack of parking available for access to shops.
- Quarry traffic and speeding – Concerns continue about quarry traffic using Meriden Village as short cut to and from Cornets End Lane.
- Maxstoke Lane crossing – Concerns continue over lack of remedial works to new centre refuge broken and uneven paving.

The Clerk has all above in process and will keep Members informed of outcomes.

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

#### 4.12 Community Speed Watch - Cllr R Weaver

Nothing to report.

#### 4.13 HS2 – Cllr Lynch-Smith

Nothing to report.

#### 4.14 Birmingham Airport Extension & Flight Path Consultation

The Clerk informed Members that the response to the public consultation had met the deadline for submission.



It was further noted that residents attending the public consultation felt powerless in having their opinion considered as re-routing was “a fait accompli”; specifically Millisons Wood residents. The Clerk confirmed she had received notification for the Airspace Change Consultation Team to attend a meeting on 1<sup>st</sup> May 2013 at which she represents Meriden Parish Council.

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

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

Members considered appropriate places for this painting to hang. A resident asked what the painting was of, and Cllr Kipling confirmed it is a painting of the Vale of Meriden. The resident stated an interest as there was some personal history, however Members wanted to consider further and this item is deferred to the next meeting.

**IT WAS RESOLVED** That this item be deferred to 29<sup>th</sup> April 2013 meeting.

## **6. 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.

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

The Clerk apologised to Members as she was unable to provide a summary of correspondence sent to Members since the last meeting, but provided hard copies.

**IT WAS RESOLVED** Members requested the Clerk to summarise and copy for record purposes only, however all attendees acknowledged receipt of correspondence to date.

## **8. Clerk's Report on Urgent Decisions since last meeting**

The Clerk circulated to Members her actions and invited questions.

Cllr P Lee asked for confirmation of the planning issues surrounding the destruction of an ancient sandstone wall on Berkswell Road. The Clerk confirmed a site visit had been carried out by Martin Saunders and subsequent emails confirm the wall to be cartilage-listed and any building alterations will require listed building consent. Cllr Kipling thanked the Clerk and all Members acknowledged and thanked Cllr P Lee's research and input to this issue.

Cllr Kipling asked about the grass cutting of Sports Park frontage. The Clerk explained her meeting with David Tipping, SMBC, and in agreeing to take over the maintenance of the frontage, Enterprise would be attending to the Pool, levelling and seeding grass on site of old conveniences and park frontage at no cost. The Pool will receive better grounds maintenance in the future as part of this trade off in particular the removal of nettles around seating and perimeter fencing.



**IT WAS RESOLVED** A copy of the Clerk's Actions will be attached to minutes and available for information.

Cllr M Nunn suggested a face book page to include a Clerk's Actions update. Cllr M Nunn was asked to facilitate this.

**IT WAS RESOLVED** Cllr Nunn was tasked with designing a face book page in accordance with Meriden Parish Council branding.

Cllr M Lee asked Cllr J Barber to keep the Sports Park website up to date.

**IT WAS RESOLVED** Cllr Barber to maintain the Sports Park website.

Cllr M Lee informed the meeting that she had changed the look of the Village blog to incorporate the strap line, 'from Meriden Parish Council, your local government voice'. The Chair asked the Editorial Committee and Clerk if they were happy with this?

**IT WAS RESOLVED** Members approved this change/re-brand.

## **9. Meriden Village Matters**

9.1 To consider and review recent flooding issues

Cllr P Lee updated Members on the recent public meeting that he attended with the Clerk. He reported 20 residents attended with Neal Thomas, SMBC and Ian Shaw, STWA, leading the meeting. Neal Thomas demonstrated SMBC's commitment to Meriden's issues and had been pro-active and productive in his actions since January's public meeting. Plans and camera imagery were displayed to explain SMBC findings of camera surveys undertaken. Actions summarised included:-

- Further camera surveys to be carried out around Pool.
- Potential tree root removal.
- Further investigation required for culvert and pipe work re-routing.
- Understanding property extensions connecting into existing pipe work by households fronting Main Road.
- Responsibility for ditch clearance identified and action taken with tenant farmers, landowners and householders including enforcement where necessary.
- Accessibility to be considered for maintenance of culvert at 175.
- Lack of survey response from residents to both SMBC Flood Risk Team and STWA.

There will be a follow up public meeting arranged in May for Neal Thomas to update on actions and remedial works undertaken. Residents stated that surveys were not available at the Library and Librarians knew nothing about the surveys, even though both the Clerk and Cllr P Lee had dropped surveys into the Library.

**IT WAS RESOLVED** The Clerk to liaise with Neal Thomas to set up May Public Meeting on behalf of residents.



## 9.2 Alspath Community Centre Update

Cllr M Lee informed Members of the communication she had received from Cllr Bell and Anne Bennett, Head of Neighbourhood Services, Solihull Community Housing. Cllr Lee advised that SAAFA had been re-housed in Hermitage House, Solihull. Cameo Group is going to trial the Pavilion as their new venue for two months. The senior residents group who meet weekly for bingo and such are going to meet at the Methodist Church as this is the most accessible for Members, however there will be a charge which the group have not previously been asked to fund. Jill Dunleavy, Community Housing, is working with the Chair of the Group to source and apply for funding to enable venue costs to be covered.

Cllr M Lee confirmed that the Community Centre will be closing on 31 March 2013. The Clerk stated she had a meeting arranged to meet Jill Dunleavy for the purposes of recycling centre resources for community use.

**IT WAS RESOLVED** Cllr M Lee and the Clerk will monitor situation.

## 9.3 Library Update

Cllr M Lee stated she has received no further information from Tracey Cox, Head of Libraries. The new arrangements for Library opening hours will commence on 1<sup>st</sup> April 2013. Cllr Lee had not yet contacted Lawrence Osbourne regarding renovations.

**IT WAS RESOLVED** The chair will contact Lawrence Osborne for further information on the renovations.

## 9.4 Update on Help for Heroes

The Clerk updated Members on the arrangements for this event which to date had not been very forthcoming. The organiser Nigel Brindley had proven difficult to contact, however confirmation of the use of the Pavilion had been provided to his team. Cllr Kipling asked if the name advertising this event, "Pedal 4 Heroes", is affiliated to Help for Heroes? Cllr P Lee confirmed it is and shown as such on the Pedal 4 Heroes website.

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

## 9.5 Centro Survey Outcomes

The Clerk shared with Members the schedule presented to Community Forum members and sent to Parish Councils. The main change to the bus routes was the additional 82A bus to Solihull at peak times and an 88 bus connecting Meriden to Hampton, Berkswell, Balsall Common and Knowle.

**IT WAS RESOLVED** The Clerk to ensure the survey is available to all residents via Parish Council website and circulated to Members.

9.6 Maintenance Approval for Sports Park Frontage, Pool & Public Convenience Site. This item had been discussed under item 8, Clerk's Actions.



The Clerk had previously emailed Members for their “in principle” approval for David Tipping to include this work in his new Schedule of Works for Enterprise commencing 1<sup>st</sup> April 2013.

**IT WAS RESOLVED** Cllr Kipling recommended acceptance of this arrangement which was seconded by Cllr P Lee and approved by Members.

## **10. Leys Lane**

10.1 To receive and consider update of Allotment Holders Tenancy arrangements. Cllr M Lee informed Members that she and the Clerk had met with Taylor Wimpey Directors and allotment holders which proved productive and conclusive to the temporary tenancy arrangement being transferred to Meriden Parish Council. The Clerk stated she had received a letter from Andrew Taylor, Taylor Wimpey Homes, confirming the proposal of 8 allotments being worked for the duration of construction of new development. The Clerk shared with Members new layout plans for allotment holder access taking account of health and safety, and risk assessment. Members agreed to this proposal subject to two vacant allotments being offered to the two allotmentees who unfortunately will have to vacate their current sites due to site access and heavy plant movements. Members also asked if TWH would consider rotivating vacant allotments prior to use by allotmentees who will have to move from their current sites.

**IT WAS RESOLVED** The Clerk will write to TWH confirming acceptance of proposal. Wright Hassall will be instructed to work with TWH to draw up temporary tenancy agreement for the period of 01 April 2013 to 30 September 2015. The Clerk will also seek confirmation of TWH’s commitment to re-lay water access points and payment of STWA water supply during construction period.

10.2 To receive and consider update of Taylor Wimpey Development. Cllr M Lee advised Members that planning had gone to reserved matters and approval granted by Planning Committee. The Parish Council had not yet received formal notification of permission and conditions.

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

## **11. Meriden Sports Park**

11.1 Update and consideration of Snagging & On-going Works. Cllr M Lee informed Members that she, Cllr P Lee, Cllr R Weaver and the Clerk met with Mike Swallow and David Waterston on 13<sup>th</sup> March 2013 for the purpose of concluding outstanding snagging issues, agreeing statement of expenditure and transfer sum from the sale of Maxstoke Playing field. Outstanding snagging is hoped to be concluded by end of financial year. SMBC are keen to resolve the matter and transfer proceeds before the end of the financial year to Meriden Parish Council; however it is noted that the final sum is to be confirmed by Mike Swallow for Member’s ratification.



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Cllr Kipling and Cllr P Lee stated their frustration at the slow process of reaching a satisfactory outcome. The Clerk was requested to write to Mike Swallow with copies to Cllr Meeson, Mark Rogers and Paul Johnson, itemising outstanding issues including financial anomalies regarding printing costs, Meriden Gate Play Equipment Budget, and DTZ consultancy fees that Meriden Parish Council believed were being met by SMBC confirmed in 28<sup>th</sup> January 2012 minutes, which SMBC seemingly have reneged upon. Cllr M Lee stated that SMBC had suggested shared costs for DTZ amounting to £20,625. Cllr P Lee informed Members that he, Cllr M Lee and Cllr Weaver categorically informed Mike Swallow he had agreed for SMBC to take DTZ full costs. SMBC further confirmed that the damage to the overhead height restriction bar at entrance to Sports Park was not reimbursed by insurance claim and the £575 cost of repairs would be met by Meriden Parish Council due to insurance excess. The Clerk was asked when insurance was to be renewed, which she confirmed to be June 2013.

Cllr P Lee and Cllr Kipling stated they were not happy with Wright Hassall's response that Meriden Parish Council tries to resolve issues with Contractors direct and suggested legal action as breach of contract. Cllr Kipling further commented that the signed completion notice must contain a clause for breach of contract action within a time period.

## **IT WAS RESOLVED**

- Cllr M Lee to outline content of letter for the Clerk to write to Mike Swallow.
- The Clerk will follow up with John Shaw outstanding snagging issues with Regal and David Wilson Homes.
- Members agreed they would not accept any transfer of funds from SMBC irrespective Auditor pressure until these issues are resolved and SMBC's shared costs statement had been agreed.
- The Clerk to seek revised insurance quotation for Public Liability to include Sports Park, Children's Play Area and Pavilion Hire.

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

Cllr M Lee stated that the Sports Park Committee had met and paperwork had been completed and is ready to be sent off to Companies House. Cllr M Lee informed Members that Directors will be Cllr P Lee and Cllr R Weaver, with the Clerk as Company Secretary.

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

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

Cllr M Lee informed Members that Alan Lole/SPA are organising a Fun Day as a Coronation Celebration and fundraising event for MacMillan and Marie Curie; Cllr M Lee stated she had also received a request from Triumph Meriden for a 5-a-side Tournament at the Sports Park. The request was considered and it was agreed to tie this into to the Fun Day Celebration on 2<sup>nd</sup> June 2013, to enhance the fundraising and maximise attendance for both events.



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The tournament will generate a registration fee for each team of which 10% will go to Alan Lole/SPA/Tree of Thought for MacMillan and Marie Curie, together with all proceeds from Fun Day sale of goods. Paul Jayes Soccer Coaching is organising the Tournament with the remaining registration fees coming into Meriden Sports Park.

**IT WAS RESOLVED** Members approved linking up the Tournament to Fun Day to maximise attendance. The Clerk would seek confirmation of Liability Insurance for the use of the Village Green by Fun Day organisers.

## 12. Parish Council Newsletter Editorial Committee

Cllr M Lee informed Members that she had met with the Clerk to “brain storm” some ideas around re-branding and asked for consideration to be given to the following name:-

*Centre of England News*

*Meriden Parish Council, your Local Government Voice*

This is in line with MPC website and gives consistency to brand, moving away from a Parish Church image.

**IT WAS RESOLVED** Members agreed and the Chair would draft an email to Members for more ideas of content for the next newsletter.

## **13. Planning Matters**

### **13.1 To receive update and status on Neighbourhood Planning Applications**

Members have responded to the Clerk via email.

- Eaves Green Lane  
The Clerk shared with Members an email from Anne Brereton, SMBC, received 25<sup>th</sup> March 2013 confirming that the families may occupy the site until 4 pm Easter Sunday and if they remain in occupation after this date consideration will be given to contempt of court proceedings. The email further stated that two applications had been made to vary the terms of the Order to allow some of the families to remain on the yard and/or site until the Council can make alternative provision, however a hearing is listed in the High Court Birmingham for the morning of 26<sup>th</sup> March 2013. SMBC will be appearing and resisting the applications. Outcome to be advised.
- Extension to frontage access with proposed destruction of ancient sandstone wall on Berkswell Road. This has been previously reported with confirmation that the sandstone wall is cartilage-listed and any alterations will require listed building consent. Martin Saunders, SMBC Conservation Department, will be attending site to assess damage and instruct household to put it right.

**IT WAS RESOLVED** For the Clerk to monitor situation.

13.2 To consider ownership of plots of land in and around Meriden Village – Cllr Lynch-Smith





Nothing to report.

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

Member's deferred this item to the next meeting. The Clerk was requested to find out about ownership.

**IT WAS RESOLVED** The Clerk would report to Members at next meeting.

13.4 To receive update on Jephson Housing

This item is deferred to next meeting.

#### **14. Finance**

14.1 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 through delegated powers.

**IT WAS RESOLVED** that the finance committee would agree the budget for 2013/14 with the Clerk and new financial management information system.

14.2 To consider payments to be made

The Clerk circulated to Members schedule of payees for consideration. Cllr Kipling proposed Members approved payments.

**IT WAS RESOLVED** that all payments to be made.

#### **15. 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.

- Tree Planting for Coronation Commemoration – Cllr F Lynch-smith.

#### **16. Date of Next Meeting**

The next Meeting will be held on Monday 29<sup>th</sup> April 2013 at 7.30pm in the Village Hall.

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

Cllr M Lee

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

Members of the public left the meeting at the request of the Chair prior to confidential matters.



**Confidential Matters Enclosure**

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

17a Personnel Issues

Members to consider and approve:-

- Clerk's salary
- Clerk's expenses
- Clerk's home working allowance
- Chair's allowance
- Chair's expenses
- CiLCA tutorial registration and payment for Clerk's professional development

**IT WAS RESOLVED** Members considered and approved payment of items listed above.

17b Solihull MBC Auditors & Transfer of Funds from sale of Maxstoke Playing Field

The Clerk advised Members of her meeting with Mark Davies from CCLA and its outcome. Cllr M Lee, Cllr R Weaver, Cllr R Kipling and the Clerk are currently signatories for Barclays and it is proposed for these signatories to operate a new bank account with CCLA, Public Sector Deposit Investment Account. This investment house is a specialist investment management for charities, faith organisations, and local authorities. CCLA provides the broadest range of funds designed specifically for charities. CCLA is owned by its own charity, faith and local authority clients, and manages its business exclusively for their benefit supporting not-for-profit organisations. It is anticipated that this will be a holding account only until such time as the Sports Park Management Company is registered.

Cllr Kipling has met with the Clerk and together spoken with CCLA's Client Services Manager, Alison Jermey, to establish access to account and any withdrawal penalties of which was received that there are no restrictions and instruction may be take via email.

**IT WAS RESOLVED** Cllr Kipling proposed approval. Members agreed and instructed the Clerk to go ahead with opening up a new Bank Account to receive the transfer of funds from Solihull MBC subject to confirmation of final settlement from Mike Swallow.

17c New Councillor Induction & Training Opportunities

The Clerk requested Cllr Barber and Cllr Dunn to consider a WALC training session on 27<sup>th</sup> April 2013 for newly appointed Councillors entitled "Being a Good Councillor Induction Day".

Cllr Dunn suggested transport may be a problem and if there could be any assistance given? Members considered the request and agreed a taxi should be provided for Cllr Dunn.



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**IT WAS RESOLVED** Cllr Barber and Cllr Dunn to consider and notify Clerk so she may book. The Clerk is instructed to arrange taxi transportation for Cllr Dunn.

The meeting on 25<sup>th</sup> March 2013 closed at 9.05 p.m.

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

Cllr M Lee

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