



Meriden Parish Council

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Minutes of Meriden Parish Council Meeting held on 20 May 2013 at The Pavilion, Meriden Sports Park at 7.30 p.m.

Present: Cllr M Lee Chair Retiring
 Cllr R Kipling Vice Chair Retiring
 Cllr P Lee
 Cllr F Lynch-Smith
 Cllr M Nunn
 Cllr J Barber
 Mrs B Bland Clerk

In attendance: Ward Councillor D Bell
 Two Members of the Public

1. Welcome & Apologies

Cllr M Lee welcomed all present to Meriden Parish Council Annual General Meeting. Late apologies were received from Cllr M Haque due to unexpected family news.

IT WAS RESOLVED Members acknowledged Cllr Haque's absence and conveyed their good wishes to Cllr Haque and her family.

2. Election of Chair

No Member nominations had been received. Cllr R Weaver, on behalf of Meriden Parish Council, gave thanks to Cllr M Lee for her dedication, commitment and diligence. Cllr Lee stated her willingness to continue as Chair if there was no other interest. Cllr Weaver proposed Cllr Lee as Chair, and this was seconded by Cllr Kipling.

IT WAS RESOLVED Cllr M Lee is elected as Chair for period ending with Annual General Meeting of Meriden Parish Council May 2014.

3. Election of Vice-Chair

No Member nominations had been received. Cllr R Kipling stated his willingness to continue as Vice Chair. Cllr M Lee thanked Cllr Kipling. Cllr P Lee proposed Cllr Kipling as Vice Chair, and this seconded by Cllr Barber.

IT WAS RESOLVED Cllr Kipling is elected as Vice Chair for period ending with Annual General Meeting of Meriden Parish Council May 2014.

4. Election of Sub Committees and Representatives

A	Village Hall Management Committee	Cllr F Lynch-Smith
B	School Governors for Parish Council	Cllr R Weaver
C	Committee Member War Memorial & Cyclists Memorial	Cllr P Lee
D	Meriden Pool	All Councillors Clerk
E	Allotment Representative	Cllr M Lee - Chair
F	Solihull MBC Footpaths Forum and Representative	Cllr F Lynch-Smith
G	Quarry Liaison Group Representatives	Cllr R Weaver Cllr R Kipling

		Clerk
H	Solihull MBC Conservation Committee	Cllr R Weaver
I	Solihull MBC Local Strategic Partnership	All Members Clerk Representative to be appointed as and when meetings arise
J	Association of Parish and Town Councils Solihull Area Committee	Cllr M Lee - Chair Cllr R Weaver
K	Solihull MBC Tree Wardens	Cllr P Lee Cllr M Haque
L	Neighbourhood Plan	All Members Clerk
M	Community Surgeries	Clerk Neighbourhood Co-ordinator
N	Community Speed Watch	Cllr R Weaver Cllr J Barber
O	HS2	Cllr R Weaver Cllr F Lynch-Smith
P	Airspace Change Consultation & Birmingham Airport Extension	Cllr R Weaver Cllr J Barber Clerk
Q	Meriden Sports Park Management Company	Cllr R Weaver Cllr P Lee Cllr M Lee - Chair (Representing Parish Council) Clerk
R	Finance Committee	Cllr M Lee - Chair Cllr R Weaver Clerk
S	Personnel Committee	Cllr M Lee – Chair Cllr R Weaver Cllr M Haque Cllr F Lynch-Smith
T	Clerk's Supervising Officer	Cllr R Weaver

4.1 To approve Internal Auditor

The Clerk stated that the Internal Audit needed to be arranged with the Council's Internal Auditor when the accounts had been finalised. She stated that contact details from predecessors could not be found. Cllr Weaver stated she would email the previous Clerk for assistance.

IT WAS RESOLVED Cllr Weaver to contact previous Clerk. The Clerk to continue concluding year end supported by Edge Finance using AdvantEdge financial software. Members agreed an internal audit with the same arrangement as previous financial year using the Council's Internal Auditor once contact has been made.

4.2 To approve bank signatories, currently Clerk, Cllr M Lee, Cllr R Kipling, Cllr R Weaver

IT WAS RESOLVED Members agreed that the current cheque signatories above should remain unchanged.

5. Democratic Half-Hour/Public Question Time/Invited Guest Speakers: From 7.30 pm residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chair, before the start of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself.

- (i) Members of the public brought to Members attention the signage to gateways to Meriden Village suggesting replacement signs. Berkswell was shared as an example and why could Meriden not do the same? Cllr Bell replied that the original plan was for pinch points but this did not work, so the walls were left with the Village name. Cllr

Lee requested the Clerk to look into this for the sign to be changed and a visual display of flowers. Cllr Weaver informed the meeting that this was identified in the Village Visual Design Statement and reinforced Cllr Lee's recommendation for the sign to be changed.

IT WAS RESOLVED The Clerk to speak with SMBC Rural Neighbourhood and Highways Officers and report back at next meeting.

- (ii) Residents requested an update of Centro timetables for proposed new bus routes connecting Meriden with Balsall Common and Knowle from 1st June 2013. The Clerk stated that an update had been posted on the Parish Council website and shared in the Parish Newsletter but she would contact Steven Hayes, Centro, for further news on we can expect the new routes to commence.

IT WAS RESOLVED The Clerk to contact Steven Hayes, Centro, and report back at next meeting.

6. Declarations of Interest

- 6a Nothing to report.
6b Nothing to report.

6. Minutes of 29th April 2013

The Clerk had circulated to Members by email minutes of the meeting held on 29th April 2013. Members agreed that the minutes were an accurate record and accepted as read.

IT WAS RESOLVED Members accepted the Minutes of the Parish Council meeting held on 29th April 2013.

8. Progress Reports for information

8.1 Village Hall Management Committee – Cllr F Lynch-Smith
There was nothing to report.

8.2 Community Governor for Meriden C of E School – Cllr R Weaver
The next full Governor's meeting was to be held on Wednesday 22nd May 2013.

8.3 War Memorials – Cllr P Lee
There was nothing to report.

8.4 Pool

The Clerk reported that complaints had been received from concerned residents regarding the receding water level of the Pool and silted culvert. Neal Thomas, SMBC, had undertaken exploratory work in and around the Pool regarding drainage issues, redirection of flow and the Clerk was waiting for a response.

IT WAS RESOLVED The Clerk would follow up with Neal Thomas.

8.5 Allotment Representative – Cllr M Lee
Cllr M Lee referred to item 14.1.

8.6 Footpaths/Forum – Cllr Lynch-Smith
Cllr Lynch-Smith informed Members she had a meeting with David Keaney, SMBC footpaths Officer, and would report back.

IT WAS RESOLVED Cllr Lynch-Smith will keep Members informed.

8.7 Quarries Liaison Group – Cllr R Kipling

The Clerk shared with Members plans for signage restricting HGV Quarry traffic along Hampton Lane.

IT WAS RESOLVED Members gave an in principle approval to the plans recommended by David Lechmere for new signage to be agreed by the Quarry Liaison Group at their meeting on 17th June 2013.

8.8 Local Strategic Partnership – Cllr R Weaver

Cllr Weaver stated that Cllr Bell is doing good work in supporting local families with various housing issues. Cllr Bell confirmed he had been contacted by certain families for assistance and also an elderly couple who had been separated. All issues were proving to need a lot a time and effort in reaching good outcomes.

8.9 Solihull Area Committee – Chair & Cllr R Weaver

Cllr Weaver stated the next meeting is scheduled for July which will include an Annual General Meeting.

8.10 Tree Wardens – Cllr R Kipling

Nothing to report.

8.11 Community Surgeries – Clerk

The Clerk reported residents concerns regarding Leys Lane development and associated drainage links into existing pipework. There are also concerns regarding the fencing used to screen the area and road widths with the impact on visiting parked vehicles. The Clerk is following up issues with Neal Thomas and the developer, Taylor Wimpey.

IT WAS RESOLVED The Clerk will follow up issues raised with Taylor Wimpey and Neal Thomas, Solihull MBC, on behalf of Leys Lane residents.

8.12 Community Speed Watch - Cllr R Weaver

Cllr Weaver informed Members that she planned to organise a Speed Watch for the summer; a date needed to be obtained from the Police and some training arranged too. Cllr Barber expressed his interest in being included in Speed Watch training.

IT WAS RESOLVED Cllr Weaver to organise a Community Speed Watch. The Clerk to contact Bruce Brant, Neighbourhood Co-ordinator, for his assistance.

8.13 HS2 – Cllr Lynch-Smith

Cllr Lynch-Smith reported that the Environmental Statement had been published this week with several questions raised. Cllr Weaver stated that Meriden PC was part of HS2 working group with various Parish, District and County Councillors together with SMBC senior Planning Officers, including Caroline Spelman MP. Concerns were shared regarding the flow of information for local residents regarding the construction and impact on local village road networks specifically around access to Solihull via Hampton-in-Arden; and noise levels from high speed trains.

Cllr Bell confirmed there would be a huge impact locally including the moving of Kenilworth Road during HS2 construction. There were also issues regarding the building of a big concrete tunnel with no top going straight through the middle of the Ward which is neither aesthetically pleasing or creates any better compensation which is disappointing.

Cllr Lynch-Smith expressed her disappointment that SMBC Planning Officers will not change their stance to what will be incredibly noisy and ugly. No-one from SMBC has stated “unacceptable” and appears uninterested in local resident views because it is out of area with no support or concept from the wider population living in SMBC, with very little mitigation or compensation. It should also be noted that with the construction there will be

other disruption not least from the construction of new roadways, worker camps/village, M42, A452 and A45.

Cllr Weaver suggested copy of the Environmental Statement be placed in Meriden Library and on SMBC Website; together with any media coverage and press releases.

IT WAS RESOLVED Cllr Lynch-Smith to continue monitoring the situation and attending working group meetings. Cllr Weaver to speak with SMBC regarding information on website and press release.

8.14 Birmingham Airport Extension & Flight Path Consultation – Cllr R Weaver

Cllr Weaver reported the consultation process has finished. Cllr Barber reported his attendance at the last Airspace for Change meeting and stated that two further options had been submitted to CAA regarding new flight path routing. The Clerk stated Millisons Wood residents have noticed the change of flight paths now flying directly overhead at 3,000 feet.

9. **Oil Painting** – Members to consider where this painting may reside – Cllr Kipling
This item is deferred to next meeting.

10. **District and County Councillors' Reports** for information. (Items raised for decision will appear on the agenda for the next meeting)

Cllr Bell informed the meeting that he had been busy supporting two local families with housing issues one of which was successful, the other a disaster.

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

The Clerk had emailed to Members a summary of correspondence and communication received for which Members thanked her.

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

The Clerk had emailed to Members a summary of Clerk's Actions and invited questions. No questions were received and Members thanked her.

13. **Meriden Village Matters**

13.1 To receive update of Public Flood meeting 15th May 2013 – Cllr M Lee

Cllr M Lee stated she, Cllr P Lee and the Clerk attended the public meeting with Neal Thomas, SMBC and Ian Shaw, STWA. Neal Thomas updated residents on results of camera surveys, current issues and work in progress regarding Pool, pipework connections and redirection of flows to culverts at property 175 and the Pool. Findings of leaks at Walsh Hall were also shared. Landowners have been notified of their responsibility to keep ditches free of debris and funding is being sourced for all remedial works which will only be carried out with external funding.

IT WAS RESOLVED The Clerk would keep in contact with Neal Thomas and Ian Shaw and arrange for a further public meeting in July for the purposes of updating residents.

13.2 Alspath Community Centre Update – Cllr M Lee

Cllr M Lee stated that the Community Centre remains open with the Wednesday group continuing to use this as their venue for the foreseeable future or until funding is secured for an alternative meeting venue. The Cameo Group have been successfully relocated to The Pavilion with a two month trial in the first instance.

IT WAS RESOLVED Cllr M Lee will continue monitoring the situation.

13.3 Library Update – Cllr M Lee

Cllr M Lee reported that she had received communication from Adrian Stringer that a floor appraisal had been commissioned in September 2012 regarding first floor strengthening.

No costs have been submitted other than the £12K for renovation however it is uncertain what this includes for and if it takes account of adjustments from any floor/joist appraisal. Cllr Lee has contacted Tracey Cox, Head of Library Services, regarding the on-going process and to see if Meriden Parish Council should get quotations from local builders to compare and contrast with Solihull Property Services.

IT WAS RESOLVED Cllr M Lee will continue dialogue with Tracey Cox.

13.4 Update on Help for Heroes Bike Ride – 30th May

The Clerk confirmed arrangements for this event. Cllr P Lee offered to be the named contact and his details will be forwarded to event organisers. Jonathan Douglas, St Laurence Church Warden and Lewis Hall, Cyclists Memorial Conservationist, have agreed to provide a dedication and historical talk.

IT WAS RESOLVED Cllr P Lee will liaise with Event organisers. The Clerk will provide Cllr Lee with contact details.

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

The Clerk read to Members an email received from Darren Parkin regarding recent requests as follows:-

“The small traffic island approx. 1 mile before Birmingham Road meets the A45 is smaller than I expected. Therefore unfortunately I do not recommend planting any species of Oak. Having said that I suggest the following alternatives, a dwarf version of the Field Acer; dwarf version of the Maidenhair tree. Best time for planting would be late autumn through to winter.

With regard to 2nd tree issue – the dead small tree on the Highway verge in front of Meriden Sports Park – Glendale will remove this dead tree and replace during the next planting season 2013-14 with a Prunus x hillier Spire which is a small up-rightish form of ornamental flowering cherry. The tree will also be placed 2 metres further back as a new lamp column has recently been installed and will not cause obstruction or need branch pruning.”

IT WAS RESOLVED The Clerk will continue to work with Darren Parkin and David Lechmere to enable Coronation Commemoration.

13.6 Rural Cinema – Members to consider the introduction of the Rural Cinema Scheme to the Village Hall – Cllr M Lee

This item is deferred to next meeting.

14. **Leys Lane**

14.1 To receive and consider update of Allotment Holders Tenancy arrangements – Cllr M Lee

Cllr M Lee informed Members that the Clerk had worked very hard on behalf of the Allotment holders to get temporary licence from Taylor Wimpey for allotment tenancy agreements with the Parish Council. The Clerk stated the process had been slow due to Wright Hassall, Eversheds, Taylor Wimpey and Meriden Parish Council having to approve documents. Allotment holders continue to seasonal plant and access their plots.

IT WAS RESOLVED The Clerk will continue to work with Wright Hassall, Council Solicitor to conclude temporary tenancy arrangements.

14.2 To receive and consider update of Taylor Wimpey Development – Cllr M Lee

Cllr M Lee stated there was no further development however Taylor Wimpey has commenced site preparation and fenced off proposed entrance and allotments. The Clerk

has met with Phil Hooper, Site Manager, who anticipates construction commencing 1st July 2013.

IT WAS RESOLVED Cllr M Lee and the Clerk will continue to liaise with Taylor Wimpey and keep Members informed of development.

15. Meriden Sports Park

15.1 To receive update – Cllr M Lee

All snagging items have now been attended to as non specialist works. The SLA with Property Services has commenced with monthly, quarterly and annual routine maintenance and service inspections.

IT WAS RESOLVED The Clerk will continue to monitor SLA with Solihull Property Services.

Cllr Weaver informed Members that the Sports Park activities now include Cricket, Sports Camps, Tennis and Cardio Tennis, alongside home football ground for Triumph Meriden, Meriden Rovers and St John's Rangers; and home Cricket ground for Solihull Municipal Youth Team. There have been enquires for pitch hire for friendlies both cricket and football teams including a local business inter department knock out. Income from pitch hire for the forthcoming season 2013-14 will increase from £700 to £1,000 including use of Pavilion. Unfortunately Meriden Cricket Club did not get their Team Registration in on time for fixtures and therefore will not be playing this season resulting in a loss of income.

IT WAS RESOLVED Cllr Weaver and Cllr Barber will source and apply for external funding.

15.2 To consider and approve quotation for The Play Company Inspection report recommendations for ground re-instatement & closure of play area for 10 days to complete work.

Cllr M Lee informed Members that this item will be deferred to next meeting. The Clerk was in discussion with DTZ, Land Unit and a local Contractor for the purpose of resolving the issues of reinstatement of ground in the play area.

IT WAS RESOLVED Cllr P Lee will speak with local Contractor. The Clerk will liaise with Land Unit and DTZ.

15.3 To receive update and consideration of formation of Meriden Sports Park Management Company.

Cllr Weaver reported that all paperwork is now received and completed. She is to meet with the Clerk regarding concluding the process and send off to Companies House.

IT WAS RESOLVED Cllr Weaver will arrange a meeting with the Clerk.

15.4 To receive and consider arrangements for 5-a-side Football Tournament organised by Meriden Sports Park Management Company and Coronation Celebration on The Green organised by Mr. A. Lole & Spar.

Cllr M Lee reported that arrangements are in place with the Sports Co-ordinator. Advertising of the event will be via parent mail, noticeboards and website. Tournaments will commence at 1 p.m. First Aider and other help is being sourced.

16. Parish Council Newsletter Editorial Committee

Cllr M Lee stated deferment of May Newsletter until later in the year. All Parish news has been highlighted in the Meriden Mag.

17. Planning Matters

17.1 To receive update and status on Neighbourhood Planning Applications

Application No. 2013/508 Meriden Hall, Mobile Home Park, Birmingham Road, Meriden
Change of Use of Land to position 2 no. Residential Mobile Homes.

Members gave consideration and oppose any further expansion for residential mobile homes.

IT WAS RESOLVED The Clerk will respond on behalf of Meriden Parish Council opposing this planning application.

Application No. 2013/580 2 Grace Road, Millisons Wood
Two storey side extension

Members gave consideration and plans indicate that this is in keeping with other properties in Grace Road and will not impact on neighbouring properties.

IT WAS RESOLVED The Clerk will respond on behalf of Meriden Parish Council without comment to neighbour notification.

The Clerk requested Members to respond to emails asking for comments. The new electronic system is implemented and Parish Council comments are posted straight onto the planning application and submitted directly to Planning Officers; and so far appears a much smarter way of responding to Parish Notifications.

Cllr Kipling and Cllr P Lee requested information on the reinstatement of land and trees with TPO's felled by Park Homes without permission. The portfolio holder is Darren Parkin and the Clerk is requested to follow up for an update to be provided for next meeting. Cllr Bell will also follow up any enforcement on this issue.

IT WAS RESOLVED The Clerk will contact Darren Parkin for an update for land and tree reinstatement. Cllr Bell will follow up enforcement notice for reinstatement by Park Homes.

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

Cllr Lynch-Smith stated there was nothing further to report but she continued to work with Solihull MBC Officers identifying land ownership.

IT WAS RESOLVED Cllr Lynch-Smith will keep Members informed.

17.4 To receive update on Jephson Housing Association – Cllr R Weaver

Cllr Weaver stated there was nothing further to report but she would contact Solihull MBC to see what is happening.

IT WAS RESOLVED Cllr Weaver to contact Solihull MBC for an update.

17.5 To receive an update on Eaves Green Lane

Cllr M Lee informed Members that no further information had been received since Anne Brereton's email of 3rd May 2013 responding to Members concerns raised at April's meeting and letter of 2nd May 2013. SMBC acknowledge Meriden Parish Council list of restoration requirements and have conveyed their views to Solicitors acting on behalf of former occupants of the site with an intended programme of reinstatement. If work is not completed to SMBC satisfaction then proceedings for Contempt of Court will be undertaken.

Members acknowledged SMBC actions however, as of today, 20th May 2013, it is unlikely that completion of reinstatement will meet the deadline of 21st May 2013 as no work has been carried out by the former occupants of the site in line with SMBC compliance. Cllr M

Lee stated that there had been problems with the contractor carry out the work. Cllr P Lee requested a letter be sent on behalf of the Parish Council requesting exactly what the procedure is going to be for Contempt of Court proceedings and enforcement post 21st May 2013. Cllr Bell will raise the matter with Solihull MBC planners and report back his findings; however it should be noted that an appeal has been lodged for August 2013, for two caravans to be sited on this land.

Cllr Kipling and Cllr P Lee requested a strongly worded letter be sent on behalf of Meriden Parish Council to Anne Brereton, Chief Executive of Solihull MBC and the Leader of the Council.

IT WAS RESOLVED Cllr M Lee will draft a letter as directed above and forward to the Clerk for Members' approval.

18. Finance

Due to mid-month meeting Members to consider and approve delegated powers to Finance Committee for Budget, Year End and Payments.

18.1 To approve recommendations made for Budget 2013-14 & Year End – Finance Committee

The Clerk stated that she continues to conclude year end with the support of Edge Finance. The task has been exhaustive and retrospective in inputting year's accounts onto a computerised Management Information System using AdvantEdge finance software; she is working to a deadline of 29th June 2013 for the submission of Annual Return for Year End Governance with Grant Thornton.

IT WAS RESOLVED Members approved delegated powers to Finance Committee. The Clerk to conclude Year End including internal audit and the Finance Committee to monitor Year End.

18.2 To consider payments and confidential enclosure for Clerk's remuneration – Finance Committee

IT WAS RESOLVED Members approved delegated powers to Finance Committee.

19. 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.

Cllr Kipling raised concerns over Four Oaks Meriden and Cornets End Lane – roads are a mess and in a disgraceful condition.

Cllr Kipling raised concerns over the volume of HGV traffic accessing Home Farm and Pettifors and stated his disappointment of the lack of enforcement from SMBC regarding width and weight restrictions.

IT WAS RESOLVED Cllr Bell would follow up enforcement with Solihull MBC Officers. The Clerk would raise issues concerning Cornets End Lane with Bruce Brant, Neighbourhood Co-ordinator and also at the forthcoming Quarry Liaison Group meeting on 17th June 2013.

Cllr Lynch-Smith advised Members she represented the Parish Council and attended the new Mayor's Inauguration, Mr Joe Tilsley, and said it was well organised and attended.

20. Date of Next Meeting

The next Meeting will be held on Monday 24th June 2013 at 7.30pm. Venue: The Village Hall, Meriden. The meeting closed at 21.30 hours

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