



Meriden Parish Council

the centre of england

Minutes of the Parish Council Meeting held on 17th October 2016
 Venue: Pavilion, Meriden Sports Park at 7.30 p.m.

Present:		Cllr F Lynch-Smith	
Cllr R Weaver	Chair	Cllr M Nunn	
Cllr M Haque			
Cllr R Kipling			
Cllr P Lee		Mrs B Bland	Clerk

Cllr Weaver welcomed Members, Cllr Bell and members of the public.

1. Apologies

Apologies received from Cllr M Lee due to illness and Cllr Barber due to family commitment, and Cllr Allsopp.

2. Public Participation

There were 3 members of the public in attendance.

Cllr Weaver opened the floor to members of the public to raise their concerns and issues with Council.

Residents stated that this summer has seen significant increase in dust and odour from quarry workings in Area G and requested support to challenge operators for dust monitoring. A further request was made for the Environment Agency to be contacted to carry out checks on air pollution in Meriden. It was noted that one resident had suffered the impact with significant increase in Asthma related breathing difficulties with regular attendance at the GP surgery.

Further concerns were raised regarding the dust from imported materials that were unsheeted on public highways. There is a significant increase in HGV traffic entering Area G with considerable damage and debris to verges and highways. Consistently there is spillage with gritty material laying on the surface of Birmingham Road.

Cllr Weaver responded that these issues are raised at quarterly liaison meetings with quarry operators. Current works on Area G involve the importation of material to infill the lagoons. NRS Wastecare is the operator responsible for Area G works and it should be noted that they also operate a recycling process for aggregate.

Cllr Bell advised that all operators attend the quarry liaison meetings and all of the above issues are raised and noted. Usually there is a positive response with operators improving their processes and carrying out spot checks that usually carry penalties of site bans or loss of employment.

Signed Chair **Dated**

Clerk: Barbara Bland
 55 James Dawson Drive, Millisons Wood, Coventry, CV5 9QJ
T: 01676 522474 M: 07767 162423 E: barbarablandmpc@btconnect.com
www.meridenparishcouncil.org.uk



Meriden Parish Council

the centre of england

Residents were keen to know the statistics for volumes of wagons entering Area G, as this has increased significantly with materials entering and leaving the site. Also a request was made for the number of lorries reported for not using the routing agreement; not sheeting loads; site bans; loss of employment; and any other conditions that hauliers are in breach of.

Residents further stated that they have contact the Environment Agency and reported the increase in air pollution and requested the EA to attend site for the purpose of monitoring. However the EA do not have the resources and appeared “uninterested” in the problem and would only attend site if the operator was in breach of their licence conditions.

Cllr Weaver replied that the clerk would contact the Agent for the operators who had privately offered to fund independent monitoring to arrange for a site visit; however it should be noted that with the onset of winter this is probably not the ideal time to proceed.

Action: The clerk to (i) contact the Operator’s Agent for the purpose of independent air monitoring; (ii) summary of last 12 months actions by operators carrying out spot checks on hauliers who are not using dedicated routing or sheeting loads; (iii) issues raised above to be taken to Quarry Liaison forum in December; (iv) meanwhile communication with operators notifying complaints.

Chair thanked members of the public for their participation and added they were welcome to stay for the formal council meeting.

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 19th September 2016, circulated prior to meeting, were considered and agreed.

IT WAS RESOLVED Cllr Weaver proposed acceptance of the minutes of Parish Council meeting held on 19th September 2016, seconded by Cllr Kipling.

5. Finance

5.1 Approve October Payments

The clerk circulated October payments for consideration and approval. The following items are added to the approval list:-

Signed **Chair** **Dated**

Clerk: Barbara Bland
55 James Dawson Drive, Millisons Wood, Coventry, CV5 9QJ
T: 01676 522474 M: 07767 162423 E: barbarablandmpc@btconnect.com
www.meridenparishcouncil.org.uk



Meriden Parish Council

the centre of england

- (i) Brian Ball £382 for Meriden Parish Council increasing total October payments from £5,241.26 to £5,623.26.
- (ii) Society of Local Council Clerks £150 for Meriden Parish Council increasing total October payments from £5,623.26 to £5,773.26.
- (iii) AMS £2350 for Meriden Sports Park increasing total October payments from £2,011.99 to £4,361.99.

IT WAS RESOLVED Cllr R Weaver proposed approval of October payments of £5,773.26 for Parish Council, seconded by Cllr P Lee. Cllr P Lee proposed approval of September payments of £4,361.99 for Sports Park, seconded by Cllr R Kipling.

5.2 Grant Thornton Audit/Annual Return 2015-16

Cllr Weaver advised there have been some technical issues raised by the auditors that are currently been worked through. The clerk advised that she and Cllr Weaver are meeting with Chris Edge, Edge IT and Mike Spencer, internal auditor; Andrew Kinsey, SMBC on 19th October. Cllr Weaver advised that Wright Hassall had been instructed to halt their work undertaken on behalf of the Parish Council until the aforementioned meetings had been concluded.

Action: Cllr Weaver and the clerk will meet with Edge IT Systems and Internal Auditor regarding the financial issues on 18th October 2016; and Andrew Kinsey, SMBC on 19th October and update Members at next meeting.

5.3 Freehold transfer of Sports Park and VAT

The clerk advised that this matter ties in with the technical issues highlighted in the external audit. An update will be provided once the above meetings have been concluded.

Action: Clerk and Cllr Weaver to work with SMBC to conclude the matter. An update will be provided to Members at next meeting.

5.4 New Financial Regulations/Audit/Transparency/Policies

The clerk reported that further to Finance Committee attendance at Budget and Precept training briefing on 15th October, the inclusion and reference to the new Local Audit & Accountability Act 2014 and Accounts & Audit Regulations 2015. The recommendation is to use the NALC template that includes the new legislation for Parish & Town Councils. Additionally there is a new Good Councillor Guide with the new legislation that reflects the responsibility of all Councillors to participate in the internal controls processes.

Action: Finance committee to undertake review of all finance policies and regulations in accordance with NALC recommendations for Audit/Transparency policy.

6. Progress Reports

6.1 Village Hall Management Committee

Signed Chair Dated

Clerk: Barbara Bland

55 James Dawson Drive, Millisons Wood, Coventry, CV5 9QJ

T: 01676 522474 M: 07767 162423 E: barbarablandmpc@btconnect.com

www.meridenparishcouncil.org.uk



Meriden Parish Council

the centre of england

Cllr Lynch Smith reported that the latest big picture show was cancelled due to projectionist illness. The next film will be shown in November. A contingency plan is being worked on with Alive & Local so further cancellations may be avoided.

6.2 War Memorials

Cllr P Lee advised St Laurence PCC via Peter Wright has requested the Parish Council take over the responsibility of the War Memorial including change of ownership. Cllr Weaver advised that a task and finish group needs to be set up for the purpose of ownership transfer, funding the maintenance, land ownership, liability and insurance and transfer of current Trust funds associated with Memorial site. Cllr Weaver requested Membership for the task and finish group and asked Cllr P Lee to chair the group that will include Cllrs M Lee and Nunn, with an update to be presented at January 2017's Council meeting.

Action: Cllr P Lee will set up task and finish group, arranging meetings with St Laurence PCC and SMBC Conservation Officer, Martin Saunders.

6.3 Meriden Pool

Cllr Haque advised that she has not been available to attend recent meetings however the pool levels have dropped. Cllr Weaver stated that Red Kite are undertaking a management plan and will be contacting SMBC Tree and Conservation Officers for their input and environmental impact.

The SITA Trust deadline is March 2017 and ideally a partnership application can be achieved meeting this deadline.

Action: Clerk to continue liaison with all parties and revisit SITA Trust registration.

6.4 Allotments

Nothing to report.

6.5 Footpaths/Forum

Nothing to report.

6.6 Quarries Liaison Group

Please refer to public participation item reported. The next meeting will be 12th December 2016 at the Pavilion.

6.7 Solihull Area Committee

The next meeting will be held on 20th October 2016 at Cheswick Green. All Members welcome to attend. The purpose is to look at the wider issues affecting all Parish and Town Councils; the guest speaker is from Transport for West Midlands.

Signed Chair **Dated**

Clerk: Barbara Bland
55 James Dawson Drive, Millisons Wood, Coventry, CV5 9QJ
T: 01676 522474 M: 07767 162423 E: barbarablandmpc@btconnect.com
www.meridenparishcouncil.org.uk



Meriden Parish Council

the centre of england

6.8 Tree Wardens & TPO List

Cllr Lynch-Smith advised that she will be meeting the potential tree warden during half term. She also advised the removal of trees from land behind the Firs.

Clerk: Cllr Lynch-Smith to update at November's meeting.

6.9 Community Surgeries

The Clerk advised no residents in attendance for latest surgery. It was suggested that issues should be raised in advance of surgery notifications be placed on Meriden Watch site. Further discussion regarding bookable slots, combining with Beat Surgery and how to maximise attendance was considered without any resolution.

Action: The clerk to liaise with rural Police team and Neighbourhood Co-ordinator to look at ways of promoting this service and maximising opportunities to increase attendance.

6.10 Community Speed Watch

Nothing to report. Cllr Lynch Smith recorded her frustration with the police team regarding lack of support to conclude training for the Parish Council to operate speed watch. The suggestion is to offer a Sunday to conclude training.

Action: Cllr Barber to follow up and provide update at next meeting.

6.11 HS2

Cllr Weaver advised this was still going through the House of Lords Select Committee. Following representation to Caroline Spelman MP a meeting is arranged for 18th October 2016 for Parish Councillors to meet with Ward Councillors, Cabinet Portfolio holder, SMBC HS2 Lead, for the purpose of discussing the concerns around the relocation of Bickenhill Household Waste Recycling Centre to Meriden, its consequences and impact to Meriden and wider community.

Action: Cllr Weaver to provide an update at November meeting.

6.12 Meriden Sports Park (quarterly summary only)

Cllr Weaver provided the following summary of Sports Park Director's meeting held on 12th October 2016:-

1. Malcolm Eggar co-opted to Sports Park Management Company.
2. Directors may consider changing Accountant for 2016-17 financial year end.
3. Business Plan
Red Kite appointed to write business plan (Trustees funding). Met with RW/BB and Trustees; part of the plan will be to achieve Green Flag Award (quality Park status).
4. User's Group
Very positive and current users include
 - Rachel Platt – Parent & Toddler Wednesdays & Fridays
 - Mosaic FC
 - AF Solihull 2nd team

Signed Chair **Dated**

Clerk: Barbara Bland
55 James Dawson Drive, Millisons Wood, Coventry, CV5 9QJ
T: 01676 522474 M: 07767 162423 E: barbarablandmpc@btconnect.com
www.meridenparishcouncil.org.uk



Meriden Parish Council

the centre of england

- Meriden Rovers U-12's
- Heart of England CC
- Meriden CC
- Aston Old Heads CC
- Last Man Standing CC
- ESOS
- Cameo
- Children's Tennis
- Meriden Vintage Teas
- Vision Academy
- Holiday Sports Camps (Paul Jayes)

Feedback from all clubs/groups all good with no problems. Open/Close of Pavilion currently being managed by Directors.

5. Maintenance/Improvements

Play Area

Phase 1 complete

Phase 2 on hold due to capital funding issues.

Patrol Alarms

Upgrade to existing cameras and DVR on hold due to capital funding issues.

6. Directors advised of Grant Thornton report and technical issues including VAT & freehold transfer of sports park to parish council.

Action: Draft formal letter outlining key issues and financial liability to SMBC.

The next Directors meeting is 14/12/16 @ 7pm Pavilion, Meriden Sports Park.

7. Clerk's Report

The Clerk advised actions are reflected in agenda items.

8. District and Ward Councillor Reports

Cllr Bell advised that Fordson Farm continues to raise concerns with SMBC accepting what the owner is doing is illegal. Enforcement are currently working through options.

9. Correspondence & Communication

Chair advised the following:-

- Firebird Singers present "Christmas at the Manor" Sunday 11th December at 6pm. Tickets £5 and all proceeds to Alzheimer's Society.
- Remembrance Service Invitation from the Mayor to attend War Memorial Service Solihull on 13th November 2016. Cllr Lynch-Smith confirmed her attendance on behalf of the Parish Council.

Action: The clerk to accept the Mayor's invitation on behalf of Cllr Lynch-Smith.

Signed Chair Dated

Clerk: Barbara Bland

55 James Dawson Drive, Millisons Wood, Coventry, CV5 9QJ

T: 01676 522474 M: 07767 162423 E: barbarablandmpc@btconnect.com

www.meridenparishcouncil.org.uk



Meriden Parish Council

the centre of england

- Solihull Libraries Consultation Engagement Event on 21st October at the Pavilion, Meriden Sports Park. The purpose is follow up of recent Libraries Survey and opportunity for library users to say what they want from their local library service.

10. Meriden Village Matters

10.1 Library Update

Nothing to report.

10.2 Village Commemoration WW1

Cllr P Lee advised that services are to be held at the Cross rather than the Church.

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)

Nothing to report.

10.5 Highways

The clerk advised that the Fillongley Road Crossing petition had been considered at Cabinet with the following outcome received from the Performance Officer on 17th October 2016:-

“With regards to the above petition, I can confirm that this was considered by the Cabinet Member at his decision-session on 6 October.

The full report and its appendices can be viewed at:

<http://modern-gov/ieListDocuments.aspx?CId=249&MId=5715&Ver=4>

It is recommended that the traffic conditions observed in Fillongley Road do not justify the provision of a formal pedestrian crossing on Fillongley Road, near Main Road. It is further recommended that to help manage service demand the situation on Fillongley Road should not be reviewed again for at least 3 years, unless there is a material change in traffic conditions in the area.

If you have any further queries please do not hesitate to contact Davinder Chohan 0121 704 6432 or at dchohan@solihull.gov.uk”

Action: The outcome to be posted on Meriden Watch site and also links to Parish Council website.

10.6 Land Registry & Ownership

Nothing to report.

10.7 Solihull Neighbourhoods in Bloom 2016

Signed **Chair** **Dated**

Clerk: Barbara Bland

55 James Dawson Drive, Millisons Wood, Coventry, CV5 9QJ

T: 01676 522474 **M:** 07767 162423 **E:** barbarablandmpc@btconnect.com

www.meridenparishcouncil.org.uk



Meriden Parish Council

the centre of england

The clerk reported that Meriden Bloomers received “runners up” in the best village category with the Queens Head and Fen John winning their categories.

Members recorded their thanks to the clerk and Chris Dean on behalf of Meriden Bloomers team.

Action: The clerk to liaise with Rangers and Parks regarding wildflower planting in Millisons Wood and planning commences for 2017.

10.8 Litter

This item continues to be an issue and is referred to Tammy Rowley and Bruce Brant who have requested all residents call the Connect number 0121 704 6000 who will log the call with street cleansing and the number of calls/incidents may be tracked. Areas of Highfield, Alspath and Arden are affected together with increased litter on the Green and around the Pool.

Action: The clerk to put this onto website for resident information.

10.9 Mobile Mast Update

Nothing to report.

10.10 Local Council Award Scheme

Chair advised that further to Development Day held on 1st October, a task and finish group had been set with membership of Cllrs Weaver, Nunn, Lynch-Smith, Barber and clerk to achieve Quality status.

10.11i 82 Bus Route & Failure of Service

Cllr Nunn advised that the survey results had been shared with Transport for West Midlands (TfWM), Andrew Harding. An email had been sent stating that “TfWM needs to improve the frequency of service and this has been shared with the service provider, Diamond Buses.

Action: Cllr Nunn to continue to pursue TfWM for service improvements.

10.11ii89 Replacement Service for Taxi-Bus

Following the attendance of 40 residents at September’s meeting, a follow up consultation event was facilitated by the Parish Council on 4th October with representatives from TfWM and 89 service provider IGO. The event was well attended with 24 residents debating and removal of taxi bus and replacement service that does not meet community needs. The removal of the service has been distressing for service users.

Cllr Weaver advised that the Parish Council challenged Transport for West Midlands actions and after detailed discussion with the Government Equalities Office, a case reference number was recorded. Under the Disability Discrimination Act 1995 replaced by the Equality Act 2010 c.15 (part 10 chapter 1 section 149), the Parish Council challenges Transport for West Midlands decision to remove the taxi-bus

Signed Chair Dated

Clerk: Barbara Bland

55 James Dawson Drive, Millisons Wood, Coventry, CV5 9QJ

T: 01676 522474 M: 07767 162423 E: barbarablandmpc@btconnect.com

www.meridenparishcouncil.org.uk



Meriden Parish Council

the centre of england

service that has served the rural community of Meriden for seventeen years. Under the Public Sector Equality Duty the following three stages need to be met:-

1. Eliminate unlawful discrimination for any conduct under the Public Sector Equality Duty that is unlawful;
2. Advance equality of opportunity;
3. Foster good relations.

There is an obligation for Transport for West Midlands to show due regard relative to the impact and effects of residents. Transport for West Midlands is required to undertake an "impact assessment" regarding the cessation of service with a duty of care to users in providing a substitute service that assists rather than marginalises.

A letter has also been sent to SMBC Chief Executive urging the ring and ride service to be provided to Meriden Ward.

Action: The Parish Council awaits a formal response from TfWM. Another consultation is arranged for early November, date to be advised. TfWM and IGO representatives are invited to attend November's Council meeting to provide and update to Members.

10.12 Street Association Project
Nothing to report.

11. Solihull Partnership Forum
Nothing to report as Cllr Weaver did not attend.

12. Planning Matters

12.1 Neighbourhood Planning Update

Cllr Weaver reported that the Planning Consultant attended the 15th September's meeting with a view of updating results of recent survey and consolidate report that will form policy process.

Action: Cllr M Lee to conclude survey results and report.

12.2 Solihull Local Plan Review & Meriden Sites

Cllr Weaver advised that this was widely discussed at September's Neighbourhood Planning meeting with the Planning Consultant who had commenced technical assessments of the identified sites located in Meriden. The independent assessments will be used to influence SMBC's decision making process.

The public consultation event facilitated by the Neighbourhood Planning group on 24th September was attended by 127 residents. There was a clear lead of preferred sites and this will be used as a straw poll and summary report to take to SMBC planning to influence their decision making process with a meeting arranged for 19th October with Maurice Barlow, Cllr Weaver and Neil Pearce. It is likely that SMBC draft plan of

Signed **Chair** **Dated**



Meriden Parish Council

the centre of england

preferred sites will go before Cabinet Member on 3rd November 2016. Further updates will be provided at Neighbourhood Planning meeting on 20th October 2016.

Action: Cllr M Lee and Cllr R Weaver will continue dialogue with SMBC and planning consultant and provide updates for public access via website.

12.3 Planning Application Status Updates

Cllr Kipling received updated schedule of applications processed from Cllr Barber from reported below. Copies of schedules for period April to September may be accessed from website:-

PLANNING OCTOBER 2016

Planning Application	Address	Planning Request	Decision
Ref. No: PL/2016/02517/PNH	Five Oaks Church Lane Meriden Solihull CV7 7HX	<u>Prior notification for a ground floor rear extension measuring 5.8m beyond the original rear wall, at a maximum height of 4m, and measuring 2.5m at the eaves.</u>	Status: Awaiting decision
Ref. No: PL/2016/02429/MINF HO	Old Vicarage Church Lane Meriden Solihull CV7 7HX	<u>Construction of open carport.</u>	Status: Awaiting decision
Ref. No: PL/2016/02378/MINF HO	18 The Croft Meriden Solihull CV7 7NQ	<u>First floor extension</u>	Status: Awaiting decision

Action: Planning Committee to process applications using SMBC planning portal and update Members accordingly.

12.4 Update of Old Garage & Caravan Storage Site, Birmingham Road
Nothing to report.

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
The clerk is in receipt of the application to register Oddfellows Allotments from the planning consultant, to complete the formal application process which remains ongoing.

Action: The clerk will complete application process and submit to SMBC.

12.8 Enforcement Notice Register
Nothing to report.

Signed Chair Dated

Clerk: Barbara Bland
55 James Dawson Drive, Millisons Wood, Coventry, CV5 9QJ
T: 01676 522474 M: 07767 162423 E: barbarablandmpc@btconnect.com
www.meridenparishcouncil.org.uk



Meriden Parish Council

the centre of england

13. Parish Council Development Day

1. Local Council Award Scheme

A task and finish group comprising of Cllrs Weaver, Nunn, Lynch-Smith, Barber and clerk agreed to achieve Quality status process.

Action: Task and Finish Group.

2. Website

It was agreed that Cllrs Weaver, Barber and the clerk to meet with Real Point to receive update on new website and provide new brand, photo gallery, pen portraits and start to look at population of new website content from old. There is a problem with new email addresses and access which the clerk will report to Real Point for investigation.

Action: The clerk to co-ordinate meetings with Real Point.

3. Funding Applications & Working Groups

- *Poppy Memorial Site (aim for completion 11-11-2018 centenary)*

WW1 committee will take over and co-ordinate this project and seek funding for a memorial site.

Action: Cllr M Lee to lead.

- *Meriden Pool*

Cllrs Weaver, Haque and the clerk will continue to work with SMBC and Red Kite to complete a partnership application to SITA Trust for funding.

Action: Red Kite commissioned to write 5 year management plan linked to funding application.

4. Forward Project & Financial Planning

It was agreed that Finance Committee would work on this linked to budget and make recommendations to full Council for approval.

Action: Finance Committee to lead and make recommendations to full Council.

5. Grant Thornton

Legal advice to be received from Wright Hassall and SMBC's legal team.

Action: Cllr Weaver and clerk continue to work with legal and financial advisors on the technical issues raised in the audit certificate and report.

A date to be confirmed for next development day in January 2017.

14. New Website

Please refer to item 13.2 above and actions from Council Development Day.

15. Councillor's reports and items for future agenda

Cllr Kipling requested the following items be placed on the next agenda for discussion and recommendation to SMBC.

Signed **Chair** **Dated**

Clerk: Barbara Bland

55 James Dawson Drive, Millisons Wood, Coventry, CV5 9QJ

T: 01676 522474 **M:** 07767 162423 **E:** barbarablandmpc@btconnect.com

www.meridenparishcouncil.org.uk



Meriden Parish Council

the centre of england

- HGV traffic weight restriction to 40 tonnes on rural highways around Meriden.
- Berkswell Road width, length, weight restriction – significant damage to rural highway. The junction of Berkswell Road and Main Road is has collapsed fracturing a pipe that STWA is repairing.

Cllr Bell stated that currently SMBC had 97 traffic regulations to consider and the committee were processing approximately 7 per year.

Cllr Weaver suggested a task and finish group look into the wider issues of maintaining rural highways with increased HGV traffic around Meriden which is likely to increase again as new quarry operations commence.

16. Date of Next Meeting

The next Meeting of Meriden Parish Council is to be held on Monday 21st November 2016 at 7.30 pm venue Pavilion, Meriden Sports Park.

The Chair closed the meeting at 21.35.

DRAFT

Signed Chair Dated

Clerk: Barbara Bland
55 James Dawson Drive, Millisons Wood, Coventry, CV5 9QJ
T: 01676 522474 M: 07767 162423 E: barbarablandmpc@btconnect.com
www.meridenparishcouncil.org.uk