

Meriden Parish Council

The Centre of England

Minutes of the Parish Council Meeting held on 18th September 2017
Venue: Pavilion, Meriden Sports Park at 7.30 p.m.

Present:

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

Chair welcomed Members of the public and Woodland View and opened the meeting.

1. Apologies

Apologies received from Cllr R Weaver due to holiday and Cllr M Haque due to work.

2. Public Participation

There were two members of the public and two representatives from Woodland View Hospital, Zoe Hodgson and Leyla.

- It was advised that Edward Rowlands has resigned and Sunita Heeley has taken over. Zoe and Leyla are occupational therapists and Leyla is a occupational horticultural therapist.
- Keen to develop community links particularly with Bloom.
- There is a McMillan Coffee morning arranged and it is hoped that residents will drop in to support this.

Questions were invited?

- Cllr P Lee asked why the previous director had resigned; the reason is relocation back to Wales and it was impossible to commute.
- The clerk advised that a meeting is overdue and she would contact Zoe to get some dates. Also a resident's request that when the hospital opened there would be an open day for the local community to see first-hand the work of the hospital and set up; could this be part of the McMillan coffee morning?

Cllr Lynch-Smith and Cllr P Lee thanked Woodland View for attending and bringing Members up to date with management changes; also the opportunity to support community projects, particularly Bloom 2018.

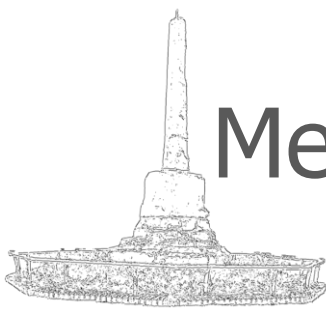
Action: Clerk to email Zoe Hodgson, Woodland View and arrange meeting.

A resident reported that the large Sequoia (Redwood) Tree in Meriden Hall park has dead branches and needs checking. The tree has a TPO but it appears that there is some branch damage.

Action: (i) Cllr Lynch-Smith to contact Darren Parkin, Tree Officer, SMBC and request a site visit. (ii) Cllr P Lee to take a photograph and send to Darren Parkin.

Signed **Chair** **Dated**

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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.

3c Members completed and handed to the clerk updated Declarations of Interest forms. Forms outstanding Cllrs Lynch-Smith and Haque.

Action: Cllrs Lynch-Smith and Haque to complete forms and forward to clerk so all updated forms may be sent to Deborah Merry, Head of Democratic Services, SMBC, for website update.

4. Minutes

The minutes of the Parish Council meeting held on 24th July 2017, circulated prior to meeting, were considered for accuracy. Members approved the minutes as a true record.

IT WAS RESOLVED Cllr J Barber proposed acceptance of the minutes of Parish Council meeting held on 24th July 2017, seconded by Cllr M Nunn.

5. Finance

5.1 Approve September Payments

The clerk circulated September payments for consideration and approval.

(i) Meriden Parish Council July payments £5,091.62.

IT WAS RESOLVED Cllr P Lee proposed approval of Meriden Parish Council September payments of £5,091.62 seconded by Cllr M Lee.

(ii) Meriden Sports Park July payments £3,264.19.

IT WAS RESOLVED Cllr P Lee proposed approval of Meriden Sports Park September payments of £3,264.19 seconded by Cllr M Nunn.

5.2 Annual Return & External Audit 2016-17

Chair advised there had been no further communication from Grant Thornton and therefore Members to consider delegated powers to finance committee to sign off external audit prior to 30th September.

IT WAS RESOLVED Members approved delegated powers to finance committee to sign off Annual Return audit certificate and report by Grant Thornton prior to public notice date of 30th September 2017. Proposed by Cllr P Lee and seconded by Cllr J Barber.

5.3 St Laurence PCC Request

Members received a copy of a letter from St Laurence Church requesting a contribution towards the cost of graveyard maintenance.

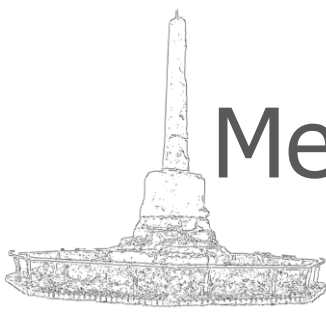
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Members discussed and considered the request noting previous contributions had been awarded of £1,000. It was agreed that the same contribution should be awarded for financial 2017-18. Members acknowledged the costs of maintenance detailed in their letter of application.

IT WAS RESOLVED Members approved an award of £1,000 to St Laurence Church for the purpose of graveyard maintenance. Proposed by Cllr R Kipling and seconded by Cllr P Lee. The clerk to liaise with church warden Mr J Douglas.

Cllr Lynch-Smith advised that previously the PCC and MPC had met to discuss shared services that may assist with maintenance costs and stated she would be happy to open up discussion once more. Cllr P Lee added that additional fundraising was being organised by MPC for Letitia Banks grave restoration.

Action: Cllr Lynch-Smith to contact PCC regarding shared services discussion. Cllrs P Lee and M Lee to continue with fundraising for Letitia Banks grave restoration project.

6. Progress Reports

6.1 Village Hall Management Committee

Cllr Lynch-Smith advised that the Big Picture Show returns on Saturday 30th September with a showing of the film United Kingdom. All is well with village hall bookings increasing as a non-expensive venue hire.

6.2 War Memorials

Cllr P Lee advised the Red Ensign (Merchant Navy) was flying for 4 days raising awareness. The application has been submitted to SMBC for road closures for Remembrance Sunday.

Action: Cllr Lee to liaise with SMBC regarding Remembrance Sunday arrangements.

Cllr Lynch-Smith asked if other flags were raised for Trafalgar Day or Battle of Britain Day. Cllr Kipling and Cllr Lee both replied these were part of Armed Forces Day.

6.2(i) Heritage Monuments & Memorial Funding

Cllr M Lee reported this remains a work in progress and Mr J Douglas is putting together a specification for restoration of memorials.

Action: Cllr Lee to continue progressing.

6.3 Meriden Pool

6.3(i) Red Kite Management Plan & Suez Funding

The clerk reported that Cllr Weaver and she met with Chris Edgehill and Emma Sibbing on 14th September with the purpose of discussing the Red Kite management plan and getting quotations to support the funding application required by Suez.

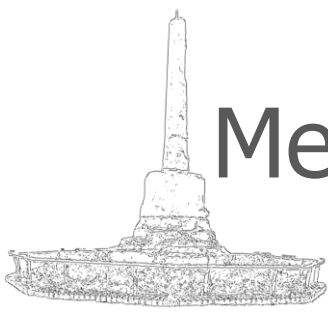
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The Plan has not made provision for any drainage works required to improve water flow for sustainable aeration of the Pool. A working group is to be set up with first meeting awaiting confirmation for either 27th September or 2nd/3rd October 2017, to include officers from Landscaping, Ecology, Parks, Trees and Drainage. The funding application deadline is November with grant awarded February 2018.

Members discussed at length and it was noted that Meriden Hall Lake has aerator fountain and this will be discussed with SMBC.

Action: Cllr Weaver and the clerk to continue working with SMBC officers to meet deadline.

6.4 Allotments
Nothing to report.

6.5 Footpaths/Forum
Cllr Lynch-Smith reported that Sarah continues walking the footpaths and cataloguing trees. The clerk advised that she had been invited to a “walking meeting” of the new footpath by Mr Barlow of Packington Estate, which she is unavailable to attend. Sarah is to be asked if she is free to meet David Kearney and Nick Barlow at 11.30 at the gate to the quarry on the mile (Hampton Lane).

Action: Cllr Lynch-Smith to contact Sarah Sharland.

6.6 Quarries Liaison Group
The clerk reported Cllr Weaver and she met with Hannah Moxon, Senior Estates Manager for Harworth regarding the air quality complaints received. Harworth will support an independent analysis and have appointed Wardell Armstrong. MPC has mapped hot spots against post codes and location of quarry with an initial desk top study underway. This was considered the better option that calling in EA data through FOI request as the PC would have to appoint a consultant to evaluate data. Harworth has written to all their Operators requesting their support and partnership working to alleviate and improve air quality.

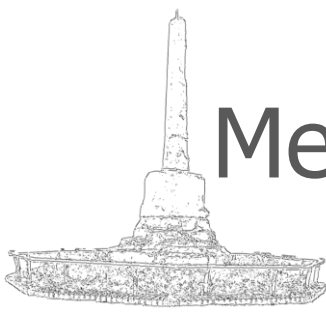
Action: Cllr Weaver, clerk and Mrs Parker.

The Quarry Liaison meeting was held on 11th September 2017. Items raised with Operators as follows:-

- Licence permits
- Birmingham Road cleansing
- Tarmac planning
- NRS Wheel wash – new wheel wash currently being installed with 6 week lead time.
- Road sweeper – discussions with SMBC, Highways England and North Warwickshire to better work together and establish access to A45 via slip cleansing.

Signed **Chair** **Dated**

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- Beechwood start date delayed for 4-6 months
- Cornets End highway maintenance inspection – Dav Chohan to follow up.
- Paul Tovey due to meet Warwickshire Highways regarding cleansing of highways.

Action: Clerk and Mrs Parker to monitor outcomes.

6.7 Solihull Area Committee
The next meeting is 19th October 2017.

6.8 Tree Wardens & TPO List
Cllr Lynch-Smith advised that the Redwood Tree will be inspected by Sarah Sharland and a TPO list requested. All will be reported to Darren Parkin, Tree Officer.

Action: Cllr Lynch-Smith to contact Darren Parkin and Sarah Sharland.

6.9 Community Surgeries
Community surgeries were held on 7th August and 11th September with apologies received from Bruce Brant.

6.10 Community Speed Watch
Cllr Barber reported that WPC Sharon Grant (Freddie) returns to work on 19th September so further training may be arranged. One Speed Watch was undertaken in July with a further two in August. The Neighbourhood Team also was to get involved and Bruce Brant will be contacted in the future.

Action: Cllr Barber to liaise with WPC Grant and Bruce Brant.

6.11 HS2
Nothing to report.

6.12 Meriden Sports Park (quarterly summary only)
The next meeting is 25th September 2017.

6.13 Meriden Sport & Recreation Trust Update
Cllr Lynch-Smith reported that Trustees have agreed the Agreement between Parish Council, Meriden Sport & Recreation Trust and Sports Park.

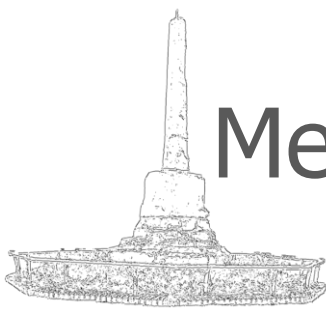
7. **Clerk's Report**
Circulated to Members.

8. **District and Ward Councillor Reports**
There were no Ward Councillors present.

9. **Correspondence & Communication**
All correspondence has been circulated to Members via email prior to meeting.

Signed **Chair** **Dated**

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The following was read by Cllr Lynch-Smith:-

- Letter from Lawrence Osborne re. Home Farm planning application (for discussion under item 12.4)
- Solihull MBC Switch & Save Scheme

10. Meriden Village Matters

10.1 Library Update

Nothing to report.

10.2 Village Commemoration WW1

Cllr M Lee advised a Quiz/Curry fundraising event is planned for Saturday 14th October for Letitia Banks grave restoration at St Laurence Church. It will be hosted by DJ JB. Teams are encouraged to put their names forward at £10 p.p. to include curry, refreshments with bring your own alcohol option. Teams should be made up of 5-7 people.

Action: Cllrs M & P Lee together with WW1 Group.

10.2(i) WW1 Poppy Memorial Site

A funding bid for Memorial restoration will include Poppy Memorial site to enable a Mosaic permanent Poppy Memorial reported under item 6.2(i).

10.3 Meriden Gate

Nothing to report.

10.4 Taylor Wimpey (Transfer of Allotments/freehold land)

Nothing to report.

10.5 Highways

Cllr Lynch-Smith read an email from Mr Chohan confirming Fillongley Road Bridge repairs as follows:-

“Fillongley Road Bridge is due to be closed on the 2nd January 2018 for approximately twelve months. The proposed diversion routes are yet to be agreed but the Parish Council and nearby residents will be advised of the route prior to the temporary closure commencing.”

Action: Clerk request to write a letter to David Hanger regarding consultation with Parish Council on all aspects of diversion routes. An invitation to attend October’s meeting to be extended.

10.6 Land Registry & Ownership

Nothing to report.

10.7 Solihull Neighbourhoods in Bloom 2018

Nothing to report.

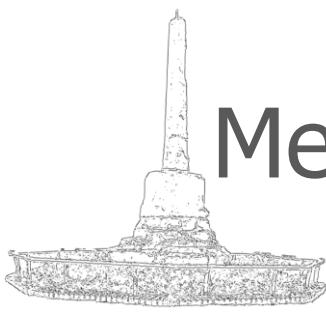
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10.8 Litter

A new litter is to be installed by the bus stop at the top of Meriden Hill.

10.9 Mobile Mast Update

Cllr M Lee advised that there had been a good response to the Survey Monkey questionnaire with residents confirming lack of mobile signal and supportive of proposal to put mobile mast in the read car park of Manor Hotel. The Parish Council will engage with Richard Marsh, General Manager of the Manor to share results evidencing demand.

Action: Cllrs Weaver, M Lee and clerk.

10.10 Local Council Award Scheme

Cllr M Lee advised this was covered as part of the agenda for Council Development Day. It is a work in progress but the aim is to complete by end November so John Crossling, Secretary of WALC, can provide a critical eye on content and enable any fine tuning.

Action: ALL

10.11 Meriden Public Transport

Cllr Lynch-Smith read two letters from Mayor Street addressed to Cllr Nunn regarding the petition. The petition has been submitted to the Putting Passengers First (PPF) meeting on 20th September. As soon as an outcome is known, Mayor Street will advise.

Cllr Nunn advised that a meeting had been held today with TfWM and representatives from Meriden, Hampton, Catherine de Barnes and Cllr Ted Richards, Cabinet Member and Cllr Holl-Allen. The key issues discussed as follows:-

- Service 89 timetable change from 22nd October 2017 was agreed and provides better access to Coventry and Solihull.
- Daily service 89 re-run after Heart of England drops agreed.
- Service 89 bus may be stopped in the usual way (holding arm out to stop) at any service 82 bus stops.
- The feeder service (blue bus) will deliver a weekly service to Coventry Mobility Centre and may be booked through Betty. This service will commence on 22nd October.
- Service 89 will stop at Balsall Common Medical Centre within its route effective 22nd October. Cllr Richards will look at bus stop hatching to prevent parked cars and David Sturland, IGO, will identify a suitable stop area.
- The feeder bus (blue bus) is funded until 31st March 2019. A recommendation has been made to fund the feeder bus (blue bus) to be sustained for the life of Service 89.
- The petition outcome will be reported at end of September by TfWM.

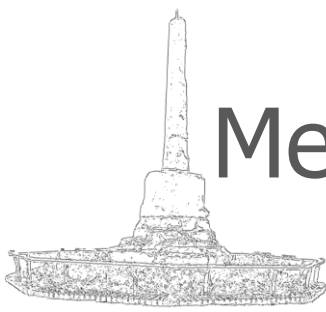
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- Four new buses have been ordered by IGO with better wheelchair accessibility and seat belts. It is decided to give one of the new buses over to Service 89 to better support the mobility and access requirements of passengers. David Sturland also agreed to carry out risk assessment and accessibility assessment on non-ambulant residents to ensure mobility aids, wheelchairs and scooters may be got onto transport.

Cllr Nunn summed up advising Mrs Mills and Mrs Grey have given tremendous support and tirelessly kept residents affected informed. Cllr P Lee requested a letter of thanks be written to Mrs Mills on behalf of Meriden Parish Council. He further stated that today's meeting was positive with a willingness of all parties to work together.

Action: A letter to be written to Mrs Mills and Mrs Grey. Clerk to liaise with TfWM for outcome of petition review and service updates. New timetables to be posted onto MPC website, noticeboards and Library.

11. Solihull Partnership Forum

Nothing to report.

12. Planning Matters

12.1 Neighbourhood Planning Update

12.1(i) Locality Funding Bid

Cllr M Lee advised the success of the recent Locality bid application for the remainder of funding. She also reported that Meriden is considered complex as there are other sites that have planning permission and therefore another tranche of funding is available to assist further with technical issues. The working group is aiming to draft pre-submission plans by end of September with Cllr Lee and the clerk meeting up to review what we have and what we need.

Action: Cllr M Lee and the clerk to arrange meeting. The next Neighbourhood Planning group meeting is arranged for Thursday 12th October.

12.2 Neighbourhoods Community Action Plan

Nothing to report.

12.2(i) Evidence Base Highways Restriction Review (TRO)

Cllr M Lee advised that previously discussion considered the appointment of Ove Arup to undertake a traffic monitoring analysis and make recommendations that complement SMBC's traffic management strategy. Since meeting with Ashley Prior no recommendation to assist has been forthcoming and remains a work in progress.

Action: Cllr M Lee and Neighbourhood Planning working group.

12.3 Solihull Local Plan Review & Meriden Sites

Cllr M Lee reported that the clerk had forward an email explaining that SMBC are required to re-write the draft Local Plan after public consultation. This will need to be resubmitted and is anticipated going to Secretary of State in spring 2018.

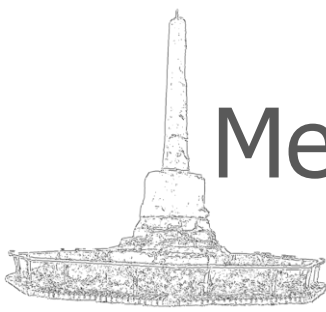
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12.4 Planning Application Status Updates

Cllr Lynch-Smith read the following email received from Cllr Haque in her absence:-

PL/2017/01907/VAR Variation of condition No. 4 of planning permission PL/2002/02459/FULL (2002/2169) to allow continued operation of the dry silo mortar plant. | Tarmac Building Products Limited Cornetts End Lane Meriden Coventry CV7 7LG – Removing the exact end date – I imagine this will have been discussed at quarry liaison group?

PL/2017/02255/MINFHO Erection of double garage at rear of bungalow. Kennel Lodge Lodge Green Lane Meriden Solihull CV7 7JG – neighbour notification?

PL/2017/02102/COU Change of use from bed and breakfast to a dwelling house. 8 Whichcote Avenue Meriden Solihull CV7 7LR – neighbour notification. Fewer cars...

If you are in agreement with the above comments, I am happy to place them on the portal tomorrow. I would like some guidance with the Tarmac application though on removing the end date.

Dates for further planning committees:

Tuesday 10th October / 14th Nov / 12th Dec – at the Sports Park.

IT WAS RESOLVED Members approved Cllr Haque’s recommendations.

Cllr Kipling raised Home Farm and the letter received from Lawrence Osborne regarding the clerk’s formal complaint regarding the non-notification of latest planning application to extend the site. Cllr Nunn agreed that there is considerable impact on Meriden and its rural highways network with increased traffic volumes. Cllr Nunn further explained that he had reviewed National Planning Policy Framework in relation to Home Farm extension with two policies applicable (i) enhancing environment and (ii) retaining historic environment. A response is required urgently with LPA determination on 13th October 2017.

Cllr Kipling reported that the letter states only four matters may be considered by the Council (LPA) and the most relevant is:-

1. Transport and highway impacts of the development;

Additionally the letter refers the Parish Council to setting up notification of planning applications outside Parish boundaries which the Parish Council had previously been included. Sheron French will be contact by the clerk to discuss why this is not working.

Action: (1) Cllr M Nunn to draft response to Lawrence Osbourne regarding traffic impact of latest Home Farm application specifically under Transport and Highways.

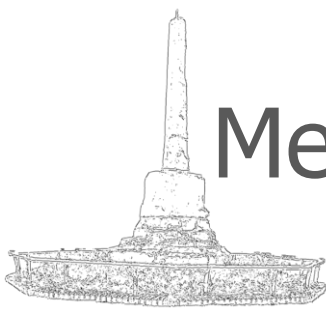
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(2) Clerk to arrange meeting with Sheron French to re-establish links for notifications outside Parish boundaries.

12.5 Community Asset/Right to Bid

This item to be included in Neighbourhood Plan update from October.

12.5(i) Register Grade II Listed buildings not included in Heritage Listings for Green Conservation

This item to be included in Neighbourhood Plan update from October.

12.5(ii) Fields in Trust

This item to be included in Neighbourhood Plan update from October.

Cllr Lynch-Smith reported on an email received from Fields in Trust Legal Officer who has requested further information relating to the Green including copy of Conveyance dated 25 July 1951; any restrictive covenants and easements that may have been imposed before 10 October 2006 when land was registered; users of the site i.e. schools or community groups with formal agreements to use the site. A Deed of Dedication and Landowner undertaking letter require legal advice and the clerk is to follow up with SMBC Legal team and Wright Hassall.

Action: Clerk to liaise with Fields in Trust and Solicitors.

13. Parish Council Development Day

Cllr Lynch-Smith stated that these development days are going from strength to strength with useful content and opportunity to work through issues as a team in a relaxed setting. The days are useful and valuable as a source of information sharing.

Cllr M Lee reiterated the previous comments and stated tasks have been set for the Parish Council, not least achieving Local Council Award Scheme draft submission for end of November to enable a WALC December audit prior to going to Panel in January. This will include an audit trail of evidence and Member interviews and access to training records.

Cllr P Lee stated he wished to attend but given Saturday working could consideration be given to a Sunday morning?

Action: All.

14. New Website

Cllr M Lee reported that the website is live with the same URL being .org.uk; a detailed presentation was given to Council Development Day and some good feedback was received with some additional content discussed and agreed. Training for content management maintenance is to be set up for Cllrs M Lee, Barber, Nunn and clerk.

Action: Cllr M Lee to contact Real Point for training dates. Clerk to update history and what the council does; Members to update pen portraits/profiles.

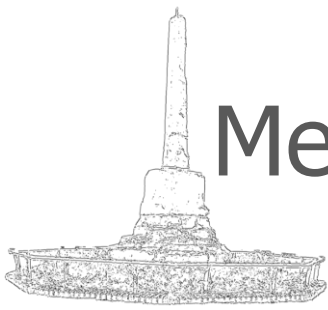
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15. Annual Parish Assembly

Nothing to report.

16. Councillor's reports and items for future agenda

Contested Election 2019 to be put onto agenda in order to raise awareness. Any other items please email clerk.

17. Date of Next Meeting

Due to August holiday the next Meeting of Meriden Parish Council is to be held on **16th October 2017 at 7.30 pm venue Pavilion, Meriden Sports Park.**

The Chair closed the meeting at 21.15 hours.

Signed Chair Dated

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