



Minutes of the Parish Council Meeting held on 18<sup>th</sup> May 2020  
Virtual Meeting via Member Zoom Conferencing commencing at 2.20 p.m.

|                  |       |                    |  |
|------------------|-------|--------------------|--|
| <b>Present:</b>  |       |                    |  |
| Cllr R Weaver RW | Chair | Cllr M Woollard MW |  |
| Cllr J Barber JB |       | Cllr M Nunn MW     |  |
| Cllr J Hughes JH |       |                    |  |
| Mrs B Bland BB   | Clerk |                    |  |

**1. Welcome & Apologies**

Chair welcomed Councillors and noted the non-attendance without apologies due to Zoom conferencing for essential business only.

**IT WAS RESOLVED** Members recorded the absence of Cllrs Kipling and Lynch-Smith.

**2. Public Participation**

Due to Covid-19 and shortened meeting there will be no public participation at this times. However a question has been emailed from a member of the public regarding the continued speed of traffic through the Village and a request to crowd fund a speed camera. Members briefly discussed traffic calming and the clerk advised that this suggestion had been made some three/four years ago with the outcome that it was cost prohibitive, and would not be supported by West Midlands Police due to resource issues. SMBC Highways also advised they would not be in a position to include a camera into their traffic management plans for Meriden without data evidence of volumes exceeding speed limits. Clerk further advised that a meeting is to be arranged with Highways early June to review Meriden’s traffic calming measures, look at phase 2 options with a view to attending next parish council meeting 22<sup>nd</sup> June to take public questions.

**Action: Clerk to arrange meeting with Highways officers and send invitation to attend June’s parish council meeting.**

**3. Declarations of Interest**

3a To declare any personal interests in items on the agenda and their nature.  
None.

3b To declare any prejudicial interests in items on the agenda and their nature  
None.

**4. Minutes of Last Meeting – 17<sup>th</sup> February 2020**

The minutes of the meeting held on 17<sup>th</sup> February 2020 were agreed as an accurate record. All matters arising are covered in the agenda.

**IT WAS RESOLVED** The minutes of the meeting held on 17<sup>th</sup> February 2020 were approved; proposed by Cllr Barber and seconded by Cllr Woollard.

**Signed .....** Chair **Dated .....**



**5. Finance**

**5.1 May Payments**

Parish Council May payments amounting to £2700.75 for Member’s approval.

**IT WAS RESOLVED** Members approved £2700.75 for May. Proposed by Cllr Nunn and seconded by Cllr Hughes.

Sports Park May payments amounting to £9352.56 for Members approval. Highlights included specialist groundwork and pitch repairs amounting to £5179.

**IT WAS RESOLVED** Members approved £9352.56 for May. Proposed by Cllr Barber and seconded by Cllr Hughes.

**5.2 Finance Committee Recommendation**

Clerk prepared a report for Members providing an overview of actions undertaken during March, April and May. The report may be accessed from website under finance page. Members thanked BB and unanimously approved clerk’s actions during Covid-19 lockdown.

**5.2(i) Internal Audit Report**

Clerk advised the final internal audit for financial year 2019-2020 had been concluded with an overall “sound” audit opinion for minor risks identified. The audit report had been circulated to Members prior to meeting including the completed page 3 of 6 Annual Internal Audit Report 2019-2020 of the Annual Governance and Accountability Return 2019/2020 Part 3. There were no questions and Members unanimously agreed and approved the internal audit outcome.

**IT WAS RESOLVED** Members unanimously agreed and approved the internal audit outcome of “sound” for financial year 2019-2020.

**5.2(ii) Annual Accounting Statement AGAR 2019/2020**

Chair read items 1-9 of page 4 of 6 of the Annual Accounting Statement ensuring their responsibility that there is a sound system of internal control including arrangements for the preparation of accounting statements. Members agreed with items 1 – 6 & 9. Items 7 & 8 given the external audit comments last year requires advice from PKF Littlejohn. Clerk seek advice, complete and send to Chair for signature and sign off.

**IT WAS RESOLVED** Members unanimously approved the Annual Accounting Statement subject to clarification of items 7 & 8.

**Action: Clerk to seek advice from PKF Littlejohn regarding items 7 & 8 as above.**

**6. Progress Reports**

All progress reports are deferred.

**6.1 Village Hall Management Committee**

**6.2 War Memorials**

**6.2(i) Heritage Monuments & Memorial Funding**

**Signed .....** Chair **Dated .....**



- 6.3 Meriden Pool
- 6.3(i) Friends Group
- 6.3(ii) Management & Funding
- 6.4 Allotments
- 6.5 Footpaths/Forum
- 6.6 Quarries Liaison Group
- 6.7 Solihull Area Committee
- 6.8 Tree Warden & TPO List
- 6.9 Community Surgeries
- 6.10 Community Speed Watch
- 6.11 HS2

6.12 Meriden Sports Park

RW reported the park remains closed and this is reflected in statements on social media sites. Directors decided to close as part of Government Guidelines and Public Health and SMBC guidance for parks and open spaces. The Directors have used the closure to undertake specialist groundwork over a period of 3 weeks including sand, slit, vertidrain, goal mouth repairs and seed. The social distancing is difficult to manage within the confines of the park and there is not a solution to securing children’s playground and outdoor gym equipment from public access. There have been a number of Covid-19 deaths in Meriden and Director’s priority is keep people safe. We thank the public for their support and understanding.

6.13 Meriden Sport & Recreation Trust

RW reported that Chair of the Trust is retiring at the end of 2020 and a replacement is being sought and recruited. The Board have used the Zoom platform for their meetings including the recent AGM. Currently there are no small grants being awarded due to Covid-19 related drop in interest and funding return.

**7. Clerk’s Report**

Nothing to report.

**8. District and Ward Councillor Reports**

Nothing to report.

**9. Correspondence & Communication**

Nothing to report.

**10. Meriden Village Matters**

- **COVID-19**

RW reported that to date 343 calls have been received since setting up the emergency help line. Volunteers are undertaking shopping, collection of meds and being a listening ear. There are 7 volunteers manning the emergency telephone line each committing to two shifts per week. It is a slick team and thanks to JB for diverting calls.

**Signed** ..... **Chair**      **Dated** .....

MN applauded the work of the volunteer team recorded congratulations for a successful community initiative. RW reported that Meriden's model has been mentioned at NALC and the team have reduced the demand on SMBC services. Congratulations and well done to everyone involved.

**All following items deferred.**

- 10.2 VE75
- 10.2(i) WW1 Poppy Memorial Sit
- 10.3 Meriden Gate
- 10.4 Taylor Wimpey (Transfer of Allotments/freehold land)
- 10.5 Highways
- 10.6 Land Registry & Ownership
- 10.7 Local Council Award Scheme
- 10.7(i) Website
- 10.8 Meriden Public & Community Transport
- 10.9 Dementia Friends/First Aiders/Dementia & Autism Training, Business Network

**11. Planning Matters**

**11.1 Neighbourhood Planning Update**

RW advised that Regulation 16 is on hold due to restrictions of Covid-19. SMBC are advising that they cannot do anything with it given current situation and the need to engage public consultation and accessibility to documentation.

11.1(i) Locality Funding Bid  
Deferred.

11.2 Neighbourhood Community/Ward Action Plan  
Deferred.

11.2(i) Highways Evidence  
Deferred.

11.3 Solihull Local Plan Review  
Deferred.

**11.4 Planning Application Status Updates**

JH had circulated planning updates to Members for March, April and May. These may be accessed on the website under Planning. Highlights of note include A & A Recycling refusal of their application for extended working hours; and Strawberry Bank Certificate of Lawfulness application for outdoor smoking structure.

**12. Climate Change**

Deferred.

**Signed .....** Chair **Dated .....**



**13. Youth Council**

Cllr Hughes advised HS2 has declined funding application for youth worker. A discussion as to what we want to do long term is required.

**Action: JH.**

**14. Digital Review**

Deferred.

**15. Parish Council Development Day**

Deferred.

**16. Annual Parish Assembly**

RW reported there has been no Government guidance regarding holding Annual Parish Meetings.

However the volunteers work during Covid-19 lockdown has given “a sense of community” which can be built on for the future with potential new parish councillors coming forward.

**17. Councillor’s reports and items for future agenda**

Deferred.

**18. Date of Next Meeting**

The next **Parish Council meeting** will be held on Monday 22<sup>nd</sup> June 2020 at 2 pm via Zoom Conferencing.

**Action: Clerk to extend invitation for Paul Tovey to attend regarding Highways review and update.**

Chair thanked Councillors for attending the parish council’s first virtual meeting.

The meeting closed at 15.00 hours.

Signed ..... Chair Dated .....