

Minutes of the Parish Council Meeting held on 19th October 2020
Virtual Meeting via Member Zoom Conferencing commencing at 7.30 p.m.

Present:			
Cllr R Weaver RW	Chair	Cllr M Woollard MW	
Cllr J Barber JB	Vice Chair	Cllr M Nunn MN	
Cllr J Hughes JH			
Mrs B Bland BB	Clerk		

In attendance Ms A Eburne.

There were 3 members of the public in attendance; meeting streaming live.

1. Welcome & Apologies

Chair welcomed Councillors and members of the public; and noted the non-attendance of Cllr Lynch-Smith. Apologies were received from Cllr Kipling. The meeting was being live streamed and RW thanked all for logging in.

IT WAS RESOLVED Members recorded the non-attendance of Cllr Lynch-Smith. Apologies were accepted from Cllr Kipling.

2. Public Participation

Chair welcomed Paul Tovey, SMBC Highways, who is attending on behalf of David Keaney. His summary of actions can be seen below:-

“I have also circulated this to key officers in our teams and asked them to provide me with updates, which I will share with you as soon as I hear back or as follows:

- **Refresh carriageway markings** – Highways to comment generally about the poor quality of the carriageway markings around the village, particularly on the B4104 Birmingham Road going out to the A45 and Showell Lane towards the A45. Be helpful to get this looked at when the area is next to be inspected. Also need to join this up with the EATF scheme as we don't want to refresh anything that could be changed as a result of that scheme. I advised the meeting that any work would probably not take place until the spring, when the Winter Maintenance (gritting) season is over.
- **Fillongley Road Bridge project** – Highways team to advise details of the high level construction programme, setting out broadly when the various phases will take place, methods used i.e. full road closure, shuttle signals etc. The parish council are also keen to know where traffic will be diverted. I understand a special session for the PC is to be arranged and a date to be advised.
- **EATF Tranche 2** – An update will be provided to the parish council. I advised this was not expected from Government until early November.

Signed Chair **Dated**

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- **Parking restrictions for the village** – There are two issues on our TRO priorities that will be part of the prioritisation process going to November cabinet meeting. These are Leys Lane and Disabled parking spaces at the shops.
- **Fillongley Road Traffic Calming scheme** – Highways to take a look at the impact on Kittermaster Road; complaint that there is now queuing traffic making it dangerous to exit from this side road when its busy late. An update will required for parish council and Mr Tovey.
- **Parking Enforcement** – A request for more enforcement around the shops (from 3pm to 6pm) and the school both ends of the day. A copy of the enforcement stats for Meriden for this year to be provided.
- **Improved walking route to the Farm shop** – The parish council to receive an update on this request, a possible scheme for CLP/CIL.

Clerk asked about the enforcement officer as residents have complained about the level of enforcement and not much time being spent in Meriden? Mr Tovey replied that this is not the case. Due to COVID April and May was suspended and duties resumed in June. There cannot be 2 officers deployed in one vehicle due to restrictions and therefore relying on moped officer. Compliance reports are good with reduced parking infringements. RW suggested this is not the case with lunch time and evening trade to the shops increasing parking on yellow lines, pedestrian access blocked and pavement parking. Mr Tovey will escalate this to enforcement for peak times to be monitored and officers in attendance.

Cllr Woollard responded to the comment made that the zebra crossing on Fillongley Road has been accepted by the school and has settled down. She stated the same things are happening i.e. increased speeding, drivers are speeding to get through chicanes before oncoming traffic causes them to stop.

RW thanked Mr Tovey for his attendance and actions he was taking away.

Additional items discussed from issues picked up from social media sites and public complaints to clerk as follows:-

- Street furniture – cannot be cleaned down and therefore seating and bus shelters are not COVID free. Some notices placed on benches have been removed or cut off. It is the responsibility to individuals using street furniture to observe safe distancing, face masks and hand sanitising.
- Dog Fouling – awareness of increased dog fouling has been heightened during last 7 months of home working, social/recreational walking and many residents being home based. Dog Walkers accessing Millison’s Wood are not picking up after their dogs leaving a trail of “dog pooh” on all woodland pathways. Perhaps an additional dog bin may be considered inside the woodland.

Signed **Chair** **Dated**

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Hampton Lane dog bin is regularly overflowing together with Maxstoke Lane. Additional 2/3 bins to be costed including contractor weekly emptying.

Clerk advised she had logged this with Love Solihull Team for their assistance with stencilling and bin stickers. It has also been logged with Solihull Connect for street cleansing.

Action: Clerk to discuss with SMBC Love Solihull Team. Clerk to look into cost of additional bins. Clerk to look at map to put on website identifying dog bins for dog walkers to use.

- Cllr Hughes raised the concerns of residents on FB regarding the number of rodents at the Pool.

Clerk advised that this is an ongoing problem reported numerous times to environmental services and public health teams at SMBC for a programme of baiting to be undertaken.

Action: Clerk to discuss with SMBC Teams.

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 – 21st September 2020

The minutes of the meeting held on 21st September 2020 were agreed as an accurate record with no amendments raised in pages 1-8. All matters arising are covered in the agenda.

IT WAS RESOLVED The minutes of the meeting held on 21st September 2020 were approved; proposed by Cllr Hughes and seconded by Cllr Woollard.

5. Finance

The Clerk circulated finance committee minutes a copy of which may be accessed on the website.

1. October Payments

Parish Council October payments amounting to £5487.87 had been circulated for Member's approval. Highlights include the Christmas Lights maintenance of £1050 for which is sponsored.

IT WAS RESOLVED Members approved £5487.87 for October. Proposed by Cllr Hughes and seconded by Cllr Barber.

Sports Park October payments amounting to £3889.25 had been circulated for Members approval.

IT WAS RESOLVED Members approved £3889.25 for October. Proposed by Cllr Woollard and seconded by Cllr Nunn.

Signed Chair **Dated**

5.2 Finance Committee

Chair advised finance committee met on 12th October and minutes of the meeting had been circulated to Members for reference. Highlights included revision of budget for 2nd half of year to include additional funding secured and review of reserves. A budget for library refurbishment to be requested from Library Services in line with proposed works required to effect shared space. Clerk to contact WALC for best practice guidelines for internal controls given continued home working and virtual meetings.

Action: Clerk/Finance Committee

6. Progress Reports

6.1 Village Hall Management Committee

Nothing to report.

6.2 War Memorials

Nothing to report.

6.2(i) Heritage Monuments & Memorial Funding

Clerk reported all documentation had been received for funding award from Memorials Trust together with Method Statement for IMI (Contractor). Conditions of Grant signed off and returned. Email sent to SMBC's Conservation Team to request consent for maintenance works to grade II listed Memorial and we await their response. Meanwhile a date to be scheduled for November for maintenance works to be undertaken.

Action: Clerk

6.3 Meriden Pool

Clerk advised Rangers have strimmed rear bank and thanks are recorded to Adrian and Luke for their support.

6.3(i) Friends Group

Clerk advised project plans have been completed and sent to Love Solihull/Public Realm for approval of work request to remove/cut/clear weeds/nettles and self-seeded saplings from rear banking, vegetation at far side of pool encroaching water and tree ivy. We await notification that projects plans have been approved. Training will be required for handling of power tools together with volunteer insurance. Clerk further reported an application has been submitted to HS2 for wood chippings to relay the rear pathway.

Action: Clerk to contact Public Realm Engagement Team Leader.

6.3(ii) Management & Funding

Nothing to report.

6.4 Allotments

Clerk reported the allotments are fully occupied.

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An application has been made on behalf of allotment holders to HS2 for wood chippings and pallets to assist with pathways and access. Nothing back from Trinity regarding open space parking and wooden posts or Highways for Leys Lane boundary hedge to be cut back.

Action: Clerk to speak to Highways and Trinity for progress update.

6.5 Footpaths/Forum
Nothing to report.

6.6 Quarries Liaison Group
Cllr Hughes reported a positive outcome after work put in by himself, clerk and chair to get group back on track. Alderman Bell has agreed to take on the role of independent Chair of the Group and run meetings. Cllr Hughes has circulated invitations to all operators and updated the contact list. The next meeting will be held on 26th October 2020 at 2pm via zoom. This will include all interested parties from operators, agents and SMBC officers from planning and highways.

Action: RW/JH/Clerk.

6.7 Solihull Area Committee
RW reported the next meeting will be held on Tuesday 20th October 2020 via Zoom with Director of Public Health providing an update on SMBC's Covid guidelines and what it means for the Borough and its communities.

6.8 Tree Warden & TPO List
Nothing to report.

Action: Clerk to contact Tree Warden for monthly update.

6.9 Community Surgeries
A date is to be scheduled for end November for the next joint community and police surgery. The parish council is devising a plan to engage virtually with as many residents as wish to participate. Notification will be publicised as soon as a date is secured.

Action: Cllr Woollard, Cllr Hughes, PCSO Harkin and Clerk.

6.10 Community Speed Watch
JB advised that the dates provided recently for speed watch volunteers were not successful as volunteers were not available. With Covid restrictions in place numbers are limited. The police are doing more speed watch sessions in Meriden. More volunteers are required but with further restrictions and social distancing it is not possible to continue at this present time.

Action: Cllr Barber to liaise with PCSO Harkin.

6.11 HS2
Chair reported that all HS2 notices received go onto social media sites and website.

Signed Chair **Dated**

Cllr Woollard stated that the heading LMHS2 was meaningless to a lot of people. A better heading is required that draws local community attention to the notices of road closures and HS2 construction works.

Action: Clerk/Cllr Barber to speak with HS2 Community Engagement Lead.

Action: Clerk to invite Engagement Team to November's meeting.

1. Meriden Sports Park

Chair reported the park management are following government guidelines. The park is busy with many park users using the outside space. Risk assessments are in place for users inside and outside including staff. No meetings are being held. Cllr Barber reported notices are displayed throughout the park and have all been updated.

The building is being maintained in accordance with Covid guidance for community buildings i.e. monthly/weekly testing/inspections continue.

Action: Cllr Barber/Cllr Weaver/Clerk.

6.13 Meriden Sport & Recreation Trust

JH advised he was unable to attend last meeting. New Trustee has been appointed. The small grants application process has re-opened with deadline submission being 24th November 2020. The fund is performing well under the circumstances.

7. Clerk's Report

Clerk reported all matters included in Agenda items but was happy to take questions. No questions received.

8. District and Ward Councillor Reports

Nothing to report.

9. Correspondence & Communication

All correspondence has been circulated and emailed to Members. Weekly updates of Community Champion's guidance for Covid circulated and placed onto social media sites. There is a substantial amount of information and the parish council is looking to simplify without losing relevant content. The Meriden Mag content is required by 1st November 2020.

Action: Clerk/RW/JB/JH

10. Meriden Village Matters

10.1 Meriden Library

There is no Library update; the future vision of a shared space with the parish council and its associated costs is to be subject to consideration and discussion at Thursday's council development day.

Action: RW/Clerk.

Signed Chair **Dated**



10.2 Village Commemoration

10.2(i) VE75

Deferred to 2021.

10.2(ii) Remembrance Sunday

Chair reported there is to be no groups meeting at Memorials this year.

Chair reported meeting with Rev Lilley and discussing changing COVID guidance. The parish council and Veterans will be filmed laying wreaths and put into the Remembrance Day Service for the local community to participate via St Laurence FB live streaming and parish council website. Chair recommended national guidance for residents to stand outside their front doors at 11am and observe the minute's silence. Nationally all services have been scaled back in light of Covid social distancing restrictions.

Action: St Laurence Church and Parish Council.

10.3 Meriden Gate

Nothing to report.

Action: Clerk/Solicitor.

10.4 Taylor Wimpey (Transfer of Allotments/freehold land)

Work is progressing with solicitor and TWH legal team to conclude transfer. Deed of Transfer received together with revised plan of footprint to be transferred.

Action: Clerk/Solicitor.

10.5 Highways

Please refer to Mr Tovey's summary update in item 2 of minutes.

Action: Clerk/Mr Tovey & Highways Team.

10.6 Land Registry & Ownership

Nothing to report.

10.7 Local Council Award Scheme

Continues as a work in progress and will be reviewed at Thursday's development meeting.

Action: All

10.7(i) Website

RW reported the website is looking good and nears completion. To be reviewed at Thursday's development meeting.

Action: JB/RW/JH/BB.

10.8 Meriden Public & Community Transport

Clerk reported the problems with Service X20 have been resolved with no further complaints received.

Signed Chair **Dated**

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She added that Library Services discussed with her the possibility of running a weekly community service to Balsall Common Library for regular users to access IT and books given Meriden remains closed. A email has been sent to TfWM Keiron Bridges and Jon Hayes, and a response is awaited.

Action: Clerk/Library Services

10.9 Dementia Friends/First Aiders/Dementia & Autism Training, Business Network
Nothing to report on training.

JH advised the business network pages continue to be updated with new guidance support for local businesses. The parish council wish to record their thanks to NRS for sponsorship of Christmas Lights to Oak Tree (Meriden roundabout).

Action: Cllr Hughes/Clerk.

10.10 Millison's Wood Telephone Box

Clerk reported the telephone box is awaiting maintenance to be carried out. A successful application to WALC resulted in a donation towards the cost of the proposed defibrillator which is to be ordered imminently. The telephone box must remain red in colour due to legal paperwork from the purchase. Signage for "First Response" will replace "telephone" displaying currently. The parish council thanks all Millison's Wood residents from using the telephone box as a drop and go library.

Action: Clerk

10.10(i) Defibrillator

Clerk to order defibrillator, signage and arrange installation with contractor.

Action: Clerk to order defibrillator, signage and installation.

11. Planning Matters

11.1 Neighbourhood Planning Update

Chair advised three potential examiners have been sourced by SMBC; the parish council has sent back it's preference and we await confirmation of appointment.

Action: NDP Steering Group and SMBC.

11.1(i) Locality Funding Bid

Clerk confirmed Offer of Grant had been completed accepting the funding.

Action: Clerk/RW

11.2 Neighbourhood Community/Ward Action Plan

Chair reported this remains a work in progress and will be picked up at Thursday's development day.

Action: All

Signed Chair **Dated**

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11.3 Solihull Local Plan Review

Chair reported this will be picked up at Thursday's development day. Comments have been requested from Members to form parish council's response to consultation.

Action: All

11.4 Planning Application Status Updates

Cllr Hughes advised Cllr Woollard is now formally Chair of Planning Committee. He will retain responsibility for quarry applications. There will be a planning meeting on Friday with Stonewater to discuss latest planning application. Thanks recorded to Cllr Woollard. Latest planning updates circulated to Members and may be viewed on website

Action: Planning Committee

12. Climate Change

Cllr Hughes advised this will be discussed at Thursday's development day. More volunteers are required to get. 2/3 volunteers have put their names forward already but we require 6 to share the workload and highlight how important it is for residents to work together to achieve a carbon neutral community by 2050.

Action: Cllr Hughes

13. Youth Council

Cllr Hughes advised this will be discussed at Thursday's development day. Schools have been difficult to engage with but the project is ready to launch in the New Year.

Action: Cllr Hughes

14. Council Development Day

Chair advised two sessions have been organised for Thursday 22nd October 2020 to enable all Members to attend.

Action: All

15. Annual Parish Assembly

Chair reported latest guidance sets out there is no need to host an Annual Parish assembly. We need to talk about how we can host a meeting using media platforms available for parish councils so they may facilitate an Annual Parish Assembly for the wider community to participate or wait until 2021.

Action: Cllr Weaver/Cllr Hughes

16. Casual Vacancy

Members met with a potential candidate who can provide lots of skills to complement the existing team. Members voted unanimously for Ms A Eburne to be elected councillor for Meriden Parish Council. The Clerk records 5 votes to 0.

IT WAS RESOLVED The clerk records 5 votes to 0 electing Ms A Eburne as Councillor.

Signed Chair **Dated**



17. Community Champions

Chair advised she and clerk are briefing every Wednesday evening by SMBC. Information is circulated to wider community via social media sites. There are issues around people (Borough wide) not following Government guidance.

17.1 COVID-19

Chair advised the emergency help line setup pre lockdown is back up and running. The purpose is to support our vulnerable and self-isolating residents including those with Covid and other illnesses, with shopping, collection of medications and providing a listening ear. We are looking for volunteers to maintain the telephone line.

Action: Cllr Weaver

18. Councillor’s reports and items for future agenda

Nothing to report.

19. Date of Next Meeting

The next **Parish Council meeting** will be held on Monday 19th November 2020 at 19.30 hours via Zoom Conferencing.

The meeting closed at 20.50 hours.

Members of the public left the meeting.

Signed Chair **Dated**

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