

**Minutes of the ordinary Parish Council Meeting held at 7.30pm on Monday 18 March 2024 at The Pavilion, Meriden Sports Park.**

**Present:** Cllr Hughes (Chair), Cllr Eggar, Cllr Eburne, Cllr Campbell and Cllr Finch.

**Clerk:** J. McDougall.

**Apologies:** Cllr Woollard, Cllr Wild, SMBC Ward Cllr Burrow and MP S. Bhatti.

**Public Attendees:** Ward Cllr Delaney, Ward Cllr Diccico and 6 members of the public.

Min No.	Item	Action
<b>03/24/01</b> 03/24/01.1	<b>Apologies</b> Apologies had been received and accepted from Cllr Woollard, Cllr Wild, Ward Cllr Burrow and MP S. Bhatti.	
<b>03/24/02</b> 03/24/02.1  03/24/02.2	<b>Declarations of Personal and Prejudicial Interest</b> Cllr Eggar declared an interest in the Sports Park Company.  Cllr Finch declared an interest in the Meriden Gate/ attenuation pond area.	
<b>03/24/03</b> 03/24/03.1  03/24/03.2  03/24/03.3  03/24/03.4  03/24/03.5  03/24/03.6	<b>Public Participation</b> A resident expressed concern at the closure of the Meriden Post Office and the impact this will have upon residents. The Parish Council confirmed it had written to the Post Office to request a meeting, and expressed all best wishes to Mrs Susan Harper for the future.  Concern was expressed on Eaves Green Lane that road repairs were needed in areas outside of where the road works were currently taking place. Ward Cllr Diccico would raise this with Solihull Council.  Concerns were raised regarding a brook on Main Road, near the bungalow properties, along with water running towards Main Road from the fields around Eaves Green Lane. The Parish Council discussed the possibility of purchasing sandbags for residents to use during heavy rainfall.  Ward Cllr Diccico confirmed Solihull Council had received the funds from HS2 for the average speed cameras and installation should be completed by the summer. Residents expressed concern at speeding on Fillongley Road and whether the cameras would be effective. The Parish Council confirmed that once speed cameras have been installed on Fillongley Road, the Parish Council would request a review of the road layout by the primary school to ensure the speed of vehicles was slowed to the 20mph limit. It was noted that West Midlands Police should enforce the 20mph speed limit.  The Parish Council confirmed there would a temporary closure of a section of Leys Lane for 12-18 months to prevent vehicles using this road as a short cut between Main Road and Fillongley Road; a date was still to be scheduled by SMBC.  The lack of white lining on Meriden Hill was raised. Ward Cllr Diccico confirmed the removal of white lining was intended to slow vehicles. Ward Cllr Delaney confirmed research demonstrated that this was an effective strategy in speed reduction.	
	Cllr Eburne joined the meeting.	
<b>03/24/04</b>	<b>Minutes of the Ordinary Parish Council Meeting held on 19 February 2024 and Matters Arising</b>	

03/24/04.1	The minutes of the ordinary meeting held on 19 February 2024 were agreed as a true and accurate record and signed by Cllr Hughes.  <b>Proposed: Cllr Finch, Seconded: Cllr Eburne</b>	
03/24/04.2	<b>Matters Arising</b> 01/24/13.1 – Clerk to progress with contractors on electricity upgrade options.  Clerk to contact SMBC regarding the woodyard on the slip road to the A45, near the Archery Club, to ascertain if any planning permission was required.	Clerk to action  Clerk to action
<b>03/24/05</b> 03/24/05.1	<b>Correspondence and Communication</b> Correspondence had been received from the Post Office advising the Meriden branch will close on 28 March 2024. The Clerk had written to the Post Office requesting a meeting. Retailers can apply to incorporate a Post Office Local into their existing or proposed business.	
03/24/05.2	A request from the WI for a guest speaker to attend a meeting on 3 June 2024 had been received. Cllr Campbell would attend the WI meeting.	Cllr Campbell to action
03/24/05.3	Concerns regarding damaged and leaning trees on Main Road and Birmingham Road had been received from members of the public; the Clerk had reported the issues to Solihull Council.	
<b>03/24/06</b> 03/24/06.1	<b>Ward Councillors Reports</b> Cllr Burrow had sent a report detailing the HS2 road safety fund had released the funds for the Meriden average speed cameras which should be installed by the summer, and the quarry extension was likely to receive planning permission given that it met the Local Plan and NPPF policies. Cllr Burrow had requested a condition in the planning approval requiring quarry trucks to use the routes shown on the SMBC Highways routing map, and the tree belt on the Meriden and Cornets End Lane side of the quarry be set at a minimum thickness of 6.5 metres.	
03/24/06.2	Cllr Burrow’s report regarding the proposed boundary changes confirmed he would continue working for the residents of Meriden Parish until any boundary changes take effect and was focused on making the quarry operations less invasive for residents, including minimising HGV traffic through Millisons Wood and Meriden village.	
03/24/06.3	Cllr Delaney queried whether any correspondence had been received regarding speed watch; the Parish Council had not received any information.	
<b>03/24/07</b> 03/24/07.1	<b>Meriden Parish Council Chair Report</b> Cllr Hughes updated the Parish council on the quarterly highways meeting held with the Head of Highways at SMBC, and the issues raised by the Parish Council.	
<b>03/24/08</b> 03/24/08.1	<b>Meriden Parish Council Councillor Reports</b> Cllr Finch confirmed the Woodland Trust was not able to visit the allotment site with recommendations, but tree planting advice was available online.	
<b>03/24/09</b> 03/24/09.1	<b>Planning, Transport, Environment and Climate Change Committee Report</b> The Planning, Transport, Environment and Climate Change Committee (PTEC) met on 7 March 2024. Cllr Hughes provided an update of matters discussed.	

03/24/09.2	Cllr Finch had a query over allotment matters in the minutes, the minutes would be discussed at the next PTEC meeting.	
03/24/09.3	All recommendations from the PTEC Committee meeting, as detailed in the minutes, had been accepted by full Council.  <b>Proposed: Cllr Eburne, Seconded: Cllr Eggar</b>	
<b>03/24/10</b> 03/24/10.1	<b>Finance, Governance and Personnel Committee</b> The Finance, Governance and Personnel (FGP) Committee met on 4 March 2024. Cllr Eggar provided an update of matters discussed, including the salary, working hours and pension arrangement for the position of Deputy Clerk.	
03/24/10.2	All recommendations from the FGP Committee meeting, as detailed in the minutes, had been accepted by full Council.  <b>Proposed: Cllr Eggar, Seconded: Cllr Campbell</b>	
<b>03/24/11</b> 03/24/11.1	<b>Service Contracts</b> Councillors received the schedule of works to be undertaken on The Green and the wider environment. The FGP Committee agreed that some activities would be removed as they were on SMBC land. The Clerk had met with four contractors and was awaiting quotations; an instruction to use peat free compost and perennials had been given to all contractors.	Clerk to progress
03/24/11.2	The matter of bus shelter repairs was raised and an explanation of why repairs would be dealt with outside the contract was provided.	
03/24/11.3	The Parish Council delegated the power to appoint a contractor to the Finance, Governance and Personnel (FGP) Committee, if required, with effect from 1 April 2024.  <b>Proposed: Cllr Hughes, Seconded: Cllr Campbell</b>	
<b>03/24/12</b> 03/24/12.1	<b>Meriden Sports Park Land Transfer</b> The Clerk was awaiting an update from the Solicitor and a meeting with the Directors from Meriden Sports Park had been scheduled for 26 March 2024, 6.30pm.	MPC to action
<b>03/24/13</b> 03/24/13.1	<b>Local Government Boundary Commission Consultation</b> The consultation expiry date had been extended to 12 July 2024. Cllr Finch had prepared a response addressing the geography of the area.	Cllrs Hughes, Wild and Eggar to action
<b>03/24/14</b> 03/24/14.1	<b>June 2024 Events</b> The Parish Council approved the hire agreement terms and conditions for two Flambeaux's and the payment of £340.00 plus VAT. Authority was delegated to the Clerk to sign the hire agreement on behalf of the Council.  <b>Proposed: Cllr Finch, Seconded: Cllr Hughes</b>	Clerk to action
03/24/14.2	Two quotations were reviewed for a Meriden Parish Council branded 3m x 3m gazebo as follows: Quote A £973.20 (inc VAT) with a back panel, or £1453.20 (inc VAT) with two additional side panels. Quote B £717.70 (including VAT) with a back panel. The Parish Council approved the Gazebo Shop (quote B) as the supplier, but	Clerk to action

	requested two additional sides panels be added to the order.  <b>Proposed: Cllr Eggar, Seconded: Cllr Eburne</b>																																														
<b>03/24/15</b> 03/24/15.1	<b>Grant Request</b> A grant request from the Stan Bowley Trust for £250.00, associated with radiotherapy treatment, was discussed. The grant was approved using the section 137 power.  <b>Proposed: Cllr Campbell, Seconded: Cllr Finch</b>	Clerk to action																																													
<b>03/24/16</b> 03/24/16.1	<b>Policy Review</b> The Parish Council approved the following policies: Statement of internal Controls Virtual Meeting Policy Whistleblowing Policy  <b>Proposed: Cllr Finch , Seconded: Cllr Campbell</b>	Clerk to place on MPC website																																													
03/24/16.2	Authority was delegated to the Clerk to update the Training and Development policy and approve its publication.  <b>Proposed: Cllr Finch , Seconded: Cllr Campbell</b>	Clerk to action																																													
<b>03/24/17</b> 03/24/17.1	<b>Parish Council Assembly</b> Potential dates were discussed in April 2024. A date was not scheduled and the Assembly would be discussed further in the April 2024 Parish Council meeting.	Clerk to place on April 2024 agenda																																													
<b>03/24/18</b> 03/24/18.1	<b>Monthly Finance Report</b> The bank reconciliation to 29 February 2024 was received and approved by full Council.  <b>Proposed: Cllr Campbell , Seconded: Cllr Eggar</b>																																														
<b>03/24/19</b> 03/24/19.1	<b>Finance</b> The following payments were agreed and approved.  <table border="1" data-bbox="252 1473 1353 2060"> <thead> <tr> <th>Main Account</th> <th>Net</th> <th>VAT</th> <th>Total</th> <th>Payment Method</th> </tr> </thead> <tbody> <tr> <td>Meriden Mag</td> <td>£200.00</td> <td>£0.00</td> <td>£200.00</td> <td>Bank transfer</td> </tr> <tr> <td>Dovetail Group village maintenance February 2024</td> <td>£172.08</td> <td>£34.42</td> <td>£206.50</td> <td>Bank transfer</td> </tr> <tr> <td>NALC training course</td> <td>£43.37</td> <td>£8.67</td> <td>£52.04</td> <td>Bank transfer</td> </tr> <tr> <td>SLCC training course</td> <td>£35.00</td> <td>£7.00</td> <td>£42.00</td> <td>Bank transfer</td> </tr> <tr> <td>SLCC training course</td> <td>£50.00</td> <td>£10.00</td> <td>£60.00</td> <td>Bank Transfer</td> </tr> <tr> <td>Cllr Hughes Q4 Chair's allowance</td> <td>£375.00</td> <td>£0.00</td> <td>£375.00</td> <td>Bank transfer</td> </tr> <tr> <td>Deputy Clerk's home working allowance</td> <td>£282.00</td> <td>£0.00</td> <td>£282.00</td> <td>Bank transfer</td> </tr> <tr> <td>Hollywood Home</td> <td>£85.00</td> <td>£0.00</td> <td>£85.00</td> <td>Bank</td> </tr> </tbody> </table>	Main Account	Net	VAT	Total	Payment Method	Meriden Mag	£200.00	£0.00	£200.00	Bank transfer	Dovetail Group village maintenance February 2024	£172.08	£34.42	£206.50	Bank transfer	NALC training course	£43.37	£8.67	£52.04	Bank transfer	SLCC training course	£35.00	£7.00	£42.00	Bank transfer	SLCC training course	£50.00	£10.00	£60.00	Bank Transfer	Cllr Hughes Q4 Chair's allowance	£375.00	£0.00	£375.00	Bank transfer	Deputy Clerk's home working allowance	£282.00	£0.00	£282.00	Bank transfer	Hollywood Home	£85.00	£0.00	£85.00	Bank	
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Improvements planter relocation				transfer
West Midland Employers job advertisement	£240.00	£48.00	£288.00	Bank transfer
SLCC job advertisement	£190.00	£38.00	£228.00	Bank transfer
ForceFX Flambeaux hire for D-Day	£340.00	£68.00	£408.00	Bank Transfer
B. Ball plants for flower planter	£70.20	£0.00	£70.20	Bank transfer
BT Mobile Deputy Clerk	£6.44	£1.29	£7.73	Direct debit
Clerk's expenses (Land Registry fee, mileage and home working allowance)	£142.50	£0.00	£142.50	Bank transfer
Dovetail Group street furniture March 2024	£172.08	£34.42	£206.50	Bank transfer
BT Mobile Clerk	£9.62	£1.92	£11.54	Direct debit

\* Please note that additional payments may be authorised on the evening following councillors' decisions

The following bank charges apply monthly:

Unity Trust current account monthly bank fee (paid quarterly)	£6.00
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The following March 2024 payments were confidential to the Parish Council and not published in the agenda or minutes:

Clerk's March 2024 salary payment
Deputy Clerk's March 2024 salary payment
WMPF March 2024 pension contributions employer and employee Clerk
WMPF March 2024 pension contributions employer employee Deputy Clerk
HMRC March 2024 payments

**All the above payments were approved; Proposed: Cllr Hughes, Seconded: Cllr Finch**

### 03/24/20

#### Clerk's Report

03/24/20.1

The Quarry Liaison meeting was scheduled for Monday 8 April 2024, 2.00pm.

03/24/20.2

The Clerk was meeting with contractors to obtain a quotation to clear the discarded items around the allotments.

03/24/20.3

A planning application at Victoria Cottage, Albert Road, Millisons Wood was received after the publication of agenda which would be discussed at the April 2024 Parish Council. Comments regarding the application from the Parish Council to be forwarded to the Clerk.

Meriden Parish Council to action

03/24/20.4

An update was provided on the recruitment process to date for a Deputy Clerk.

03/24/20.5

The end of year finances would need to be completed in April 2024. The asset register required updating.

Clerk to action

03/24/20.6

An update was provided on the recent meetings with Precious Events. Artwork was discussed in the meetings along with progress and costs to date.

<b>03/24/21</b> 03/24/21.1	<b>Next Meeting</b> The next meeting was scheduled for Monday 15 April 2024, 7.30pm.	
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The meeting closed at 8.15pm.