

NOTICE OF MEETING

To: All Members of Meriden Parish Council

You are duly summoned to attend the ordinary meeting of Meriden Parish Council to transact the business shown on the Agenda below.

Date, Time and Venue: Monday 15 April 2024 at 7.30pm in The Pavilion, Meriden Sports park.

Remote Access for Members of the Public: Microsoft Teams Meeting ID - 368 627 528 695
Passcode – MfzvKj

AGENDA

04/24/01 **Apologies and Acceptance of Apologies**

04/24/02 **Declarations of Personal and Prejudicial Interest:** To receive declarations of interest from Councillors on items on the agenda, to receive written requests for dispensations for disclosable pecuniary interests (if any) and to consider any requests for dispensations as appropriate. Councillors are reminded that to ensure transparency and retain public confidence in the Council's decisions, they are required to keep their Register of Interests form up to date.

04/24/03 **Public Participation:** Members of the public are welcome to address the Parish Council. Public participation will finish no later than 15 minutes from commencement. Priority will be given to members of the public wishing to speak to those who have registered in advance.

04/24/04 **Minutes of the ordinary monthly Parish Council meeting held on 18 March 2024 and matters arising:** To approve and sign the minutes as a true and accurate record, and to receive an update on any issues not otherwise addressed.

04/24/05 **Minutes of the extraordinary Parish Council meeting held on 26 March 2024 and matters arising:** To approve and sign the minutes as a true and accurate record, and to receive an update on any issues not otherwise addressed.

04/24/06 **Minutes of the Annual Meeting of Meriden Parish Council held on 15 May 2023 and matters arising:** To approve and sign the minutes as a true and accurate record, and to receive an update on any issues not otherwise addressed.

04/24/07 **Correspondence and Communication:** To hear about correspondence which has come to the Parish Council.

04/24/08 **Planning Applications:**

PL/2024/00458/MINFHO (expired 04/04/2024)	Victoria Cottage, Albert Road, Millisons Wood.	Single storey rear extension.
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PL/2024/00496/MINFHO (expired 09/04/2024)	Ivy Nook, Showell Lane, Meriden, Solihull.	Single storey side and rear extensions.
PL/2024/00308/PPFL (expires 16/04/2024)	Croxalls House, Eaves Green Lane, Meriden, Solihull.	Installation of a small scale 15 panel above ground solar photovoltaic array (non- ground penetrating weighted tubs).
PL/2024/00190/MINFHO (expires 24/04/2024)	29 Strawberry Fields, Meriden, Solihull, CV7 7SA.	Single storey rear extension.

- 04/24/09 **Meriden Parish Council Chair Report:** To receive an update from the Chair of Meriden Parish Council.
- 04/24/10 **Meriden Parish Council Councillor Reports:** To hear any items of importance which Councillors may wish to raise.
- 04/24/11 **Ward Councillors Reports:** To receive any reports from Councillor Burrow, Councillor Delaney and Councillor Diccio.
- 04/24/12 **Local Government Boundary Commission Consultation:** To approve the Parish Council's response to the consultation (closing on 12 July 2024) on the draft recommendations for new ward boundaries and ward names.
- 04/24/13 **Allotments:** The Parish Council to discuss clearance of the allotment site of discarded debris and structures, and to receive a full project update.
- 04/24/14 **Contribution to Utilities in the Sports Pavilion:** The Parish Council to discuss a request from the Meriden Sports Park Directors to pay 20% of utility costs and 50% of landline/broadband costs for the financial years 2023-2024 and 2024-2025.
- 04/24/15 **Payroll Outsourcing:** The Parish Council to approve a continuation of outsourcing payroll to DM Payroll Services.
- 04/24/16 **Unity Trust Bank Access:** The Parish Council to approve and complete the paperwork to remove access to the bank accounts for the Deputy Clerk.
- 04/24/17 **Hearing Loop:** The Parish Council to receive information from the Meriden Sports Park Management Company on the types of audio technology available for the Pavilion.
- 04/24/18 **Policy Review:** To approve the Staff Appraisal Policy, the Safeguarding Policy, the Reserves Policy and Operation Menai Bridge.
- 04/24/19 **Parish Council Assembly :** To determine a date to hold the annual Parish assembly.
- 04/24/20 **Speed Monitoring:** To discuss speed watch initiatives and agree an approach for future speed monitoring activities.

04/24/21 **Monthly Finance Report:** In line with the Statement of Internal Control for Finance for the Parish Council, an end of year financial report will be provided on the accounts from 1 April 2023 to 31 March 2024. Appendix A details the bank reconciliation to 31 March 2024.

04/24/22 **Finance:** To approve the following payments:

Main Account	Net	VAT	Total	Invoice No.
Edge IT laptop and IT support	£555.20	£111.04	£666.24	37667
Hollywood Home Improvements	£180.00	£0.00	£180.00	2024005
NALC training	£43.37	£8.67	£52.04	9189937809
Information Commissioner's Officer	£35.00	£0.00	£35.00	Z7766351
Railway Inn warm hub meals	£492.00	£0.00	£492.00	26032024-001
WALC subscription 1/4/24 - 31/3/25	£778.00	£115.60	£893.60	805
Event Branding marquee	£929.00	£185.80	£1114.80	INV-5870
Deputy Clerk home working allowance 1/4/2024- 23/04/2024	£18.00	£0.00	£18.00	
BT Mobile Deputy Clerk	£10.70	£2.14	£12.84	71083265
Precious Events Party in the Park- <i>invoice awaited</i>				
BT Mobile Clerk - <i>invoice awaited</i>				

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

The following monthly payment is paid to Unity Trust Bank on a quarterly basis:

Unity Trust Bank current account monthly fee	£6.00
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The following payments are confidential to the Parish Council and not published in the agenda or minutes:

Clerk's April 2024 salary payment plus overtime
Deputy Clerk's April 2024 salary payment
WMPF April 2024 pension contributions employer and employee Clerk
WMPF April 2024 pension contributions employer employee Deputy Clerk
HMRC April 2024 payments

04/24/23 **Clerk's Report:** Councillors to hear of any new developments/progress on items that have taken place since the last meeting.

04/24/24 **Date and Time of the Next Full Council Meeting:** To confirm the scheduled date of Monday 15 April 2024, 7.30pm.

04/24/25 **Confidential Session for Employment Matters:** Members of the public and press will be excluded from the meeting due to the confidential nature of this item.

(Signature redacted for website and noticeboards)

J. McDougall, Clerk to Meriden Parish Council.
Dated 9 April 2024.

Appendix A

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/23 and 31/03/24 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Unity Trust Current Account			£4,362.93
Unity Trust Savings Account			£152,500.31
Total			£156,863.24

RECEIPTS	Net	Vat	Gross
Meriden Parish Council	£99,176.85	£0.00	£99,176.85
Total Receipts	£99,176.85	£0.00	£99,176.85

PAYMENTS	Net	Vat	Gross
Meriden Parish Council	£81,569.12	£5,427.72	£86,996.84
Total Payments	£81,569.12	£5,427.72	£86,996.84

Closing Balances

Ordinary Accounts

Unity Trust Current Account			£10,937.92
Unity Trust Savings Account			£158,105.33
Total			£169,043.25

Uncleared and Unpresented effects

Statement Closing Balances

Ordinary Accounts

Unity Trust Current Account			£10,937.92
Unity Trust Savings Account			£158,105.33
Total			£169,043.25

Signed

Chair

Clerk / Responsible Financial Officer