

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 10 June 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 – MfvzKj

AGENDA (AMENDED DUE TO URGENT BUSINESS)

- 22/24 **Apologies and Acceptance of Apologies**
- 23/24 **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.
- 24/24 **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.
- 25/24 **Minutes of the Ordinary Monthly Parish Council Meeting Held on 20 May 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.
- 26/24 **Minutes of the Annual Meeting of Meriden Parish Council Held on 20 May 2024 and Matters Arising:** To approve and sign the minutes as a true and accurate record.
- 27/24 **Correspondence and Communication:** To hear about correspondence which has come to the Parish Council.
- 28/24 **Picnic in the Park:** The Parish Council to discuss the cancelled event on 8 June 2024 and determine a course of action.
- 29/24 **Planning Applications:**

PL/2024/00876/PPFL (expires 06/06/2024)	Hollyberry Cottage 3 Hollyberry End Farm Harvest Hill Lane Meriden	Erection of agricultural storage shed.
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The following previous planning applications had been determined or were awaiting a decision.

PL/2024/00625/MINFHO	21 The Croft Meriden Solihull CV7 7NQ	Alteration to roof to form 2 bedrooms with en suites. New chimney to side elevation. Alterations to ground floor windows and doors. Render finish to external, painted brickwork. Internal alterations.	Approved
PL/2024/00396/MINFHO	The Oaks 1 Hollyberry End Farm Harvest Hill Lane	Install French doors in master bedroom with a Juliet balcony.	Awaiting a decision (as at 4/6/24)
PL/2024/00496/MINFHO	Ivy Nook, Showell Lane, Meriden	Single storey side and rear extensions.	Awaiting a decision (as at 4/6/24)
PL/2024/00793/VAR	Land At Walsh Lane Meriden Solihull	Remove condition No. 1 following planning approval PL/2023/00054/PPFL.	Awaiting a decision (as at 4/6/24)
PL/2023/02303/MINFOT	7 The Green, Meriden	Retrospective consent for the installation of a kitchen extraction duct.	Awaiting a decision (as at 4/6/24)
PL/2024/00347/PPFL and PL/2024/00348/LBC	155A Main Road, Meriden	Listed building consent to replace the existing commercial office building, with a two 2 bedroom duplex residential building.	Awaiting a decision (as at 4/6/24)

- 30/24 **Ward Councillors Reports:** To receive any reports from Councillor Burrow, Councillor Delaney and Councillor Diccio.
- 31/24 **Meriden Parish Council Chair Report:** To receive an update from the Chair of Meriden Parish Council.
- 32/24 **Meriden Parish Council Councillor Reports:** To hear any items of importance which Councillors may wish to raise.
- 33/24 **Purchase of Sandbags:** The Parish Council to discuss and approve the purchase and storage of sandbags for flooding events.

- 34/24 **Members' Allowance:** The Parish Council to determine the amount of an allowance to be paid to elected Councillors and the Chair, should Councillors wish to accept an allowance.
- 35/24 **Unity Trust Bank Signatories:** The Parish Council to complete the documentation to add the Chair, Cllr Eburne, as a signatory to the Unity Trust Bank accounts.
- 36/24 **Grant Application:** The Parish Council to receive a grant application from the Village Hall and determine whether to allocate a grant.
- 37/24 **WALC AGM:** The Parish Council to receive details of the WALC AGM and determine the number of attendees.
- 38/24 **Christmas Lights:** The Parish Council to determine the number of light features required, and associated costs, for the lampposts.
- 39/24 **Training and Development Policy:** The Parish Council to approve the Training and Development policy.
- 40/24 **Internal Audit Report:** The Parish Council to receive the Internal Audit report for the 2023-2024 financial year and accept the recommendations.
- 41/24 **Monthly Finance Report:** In line with the Statement of Internal Control for Finance for the Parish Council, a bank reconciliation will be provided on the accounts from 1 April 2024 to 31 May 2024 (Appendix A).
- 42/24 **Finance:** To approve the following payments:

Main Account	Net	VAT	Total	Invoice No.
Meriden Mag	£200.00	£0.00	£200.00	6551
W. Robinson internal audit	£266.00	£0.00	£266.00	MER PC 001
Parkway village maintenance May	£1,248.75	£249.75	£1,498.50	19745
Clear Councils Insurance	£1,355.18	£0.00	£1,355.18	LCO03172
Amazon bean bags	£11.91	£2.38	£14.29	127107461-2024-32904
Amazon pencils	£4.73	£0.95	£5.68	427981285-2024-718893
Amazon small bean bags	£11.66	£2.33	£13.99	2024-240645174
Amazon fruit seeds	£32.68	£6.54	£39.22	126184751-2024-132520
Amazon sunflower seeds	£45.93	£0.00	£45.93	GB43NY9ULAEUI
Amazon wildflower seeds	£43.63	£8.73	£52.36	1472165015-2024-3943
Amazon compostable cups	£15.36	£3.09	£18.45	112745903-2024-24799
Amazon book	£3.29	£0.66	£3.95	GB43MOXDDAEUI

Amazon water filter jug	£34.99	£7.00	£41.99	1400042395-2024-75931
Amazon line marking paint	£18.98	£3.80	£22.78	829562995-2024-112744
Amazon first aid kits	£53.16	£10.64	£63.80	124423801-2024-158710
Clerk Expenses to 31 June 2024	£169.96	£0.00	£169.96	
S. Bonnar warm hub meals May	£396.00	£0.00	£396.00	31052024-001
BT Mobile Deputy Clerk – <i>invoice awaited</i>				
BT Mobile Clerk – <i>invoice awaited</i>				
WALC Chair’s training – <i>invoice awaited</i>				
WALC planning training – <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 June 2024 salary payment - <i>invoice not yet received</i>
WMPF June 2024 pension contributions employer and employee - <i>invoice not yet received</i>
HMRC June 2024 payments - <i>invoice not yet received</i>

- 43/24 **Clerk’s Report:** To hear of any developments since the last meeting.
- 44/24 **Date and Time of the Next Full Council Meeting:** To confirm the scheduled date and time of the July 2024 ordinary meeting.
- 45/24 **Confidential Session to approve a Contract of Employment:** A resolution will be passed to exclude members of the public and press from the meeting due to the confidential nature of this item.

(signature redacted for website and noticeboard)

J. McDougall, Clerk to Meriden Parish Council.
Dated: 5 June 2024.

Appendix A

Financial Summary – Cashbook

Summary of receipts and payments between 01/04/24 and 31/05/24 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

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

RECEIPTS	Net	Vat	Gross
Meriden Parish Council	£32,218.58	£0.00	£32,218.58
Total Receipts	£32,218.58	£0.00	£32,218.58

PAYMENTS	Net	Vat	Gross
Meriden Parish Council	£18,264.39	£3,280.03	£21,544.42
Total Payments	£18,264.39	£3,280.03	£21,544.42

Closing Balances

Ordinary Accounts

Unity Trust Current Account	£14,942.58
Unity Trust Savings Account	£164,774.83
Total	£179,717.41

Uncleared and Unpresented effects

Statement Closing Balances

Ordinary Accounts

Unity Trust Current Account	£14,942.58
Unity Trust Savings Account	£164,774.83
Total	£179,717.41