

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 20 May 2024, immediately following the Annual Meeting of Meriden Parish Council (commences 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

- 01/24 **Apologies and Acceptance of Apologies**
- 02/24 **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.
- 03/24 **Minutes of the ordinary monthly Parish Council meeting held on 15 April 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 **Minutes of the Parish Assembly held on 7 May 2024:** To approve and sign the minutes as a true and accurate record.
- 05/24 **Precious Events Pizza Stall:** The Parish Council to consider a request from Precious Events to place a mobile pizza stall on The Green on Sundays.
- 06/24 **Annual Return for External Auditors:** Meriden Parish Council to receive and approve the Annual Governance Statement for 2023/2024; Chair and Clerk to sign the documentation.
- 07/24 **Annual Return for External Auditors:** Meriden Parish Council to receive and approve the Accounting Statement for 2023/2024; RFO and Chair to sign the documentation.
- 08/24 **Planning Applications:**

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|--|--|---|
| PL/2024/00625/MINFHO (expired 01/05/2024) | 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. |
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| PL/2024/00396/MINFHO (expired 08/05/2024) | The Oaks 1 Hollyberry End Farm Harvest Hill Lane Meriden | Install French doors in master bedroom with a Juliet balcony. |
| PL/2024/00793/VAR (expires 29/05/2024) | Land At Walsh Lane Meriden Solihull | Remove condition No. 1 following planning approval PL/2023/00054/PPFL. |

The following previous planning applications had been determined or were awaiting a decision.

| | | | |
|--|---|--|------------------------|
| PL/2024/00190/MINFHO | 29 Strawberry Fields, Meriden | Single storey rear extension. | Approved |
| PL/2024/00308/PPFL | Croxalls House, Eaves Green Lane, Meriden | Installation of a small scale 15 panel above ground solar photovoltaic array. | Approved |
| PL/2024/00496/MINFHO | Ivy Nook, Showell Lane, Meriden | Single storey side and rear extensions. | Awaiting a decision |
| PL/2024/00458/MINFHO | Victoria Cottage, Albert Road, Millisons Wood | Single storey rear extension. | Approved |
| PL/2023/02303/MINFOT | 7 The Green, Meriden | Retrospective consent for the installation of a kitchen extraction duct. | Awaiting a decision |
| 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 |

- 09/24 **Ward Councillors Reports:** To receive any reports from Councillor Burrow, Councillor Delaney and Councillor Diccio.
- 10/24 **Local Government Boundary Commission Consultation:** The Parish Council's response to the consultation on the draft recommendations for new ward boundaries and ward names must be submitted by 12 July 2024.
- 11/24 **D-Day Commemoration:** The Parish Council to confirm the arrangements for lighting the Flambeaux's on The Green on the evening of 6 June 2024.
- 12/24 **Commercial Insurance Quotations:** The Parish Council to receive the quotations for commercial insurance for the period 14 June 2024 to the 13 June 2025.
- 13/24 **Information Commissioner's Office Future Payments:** The Parish Council to complete a direct debit mandate for future payments to receive a £5.00 reduction.
- 14/24 **Co-option Vacancy:** The Parish Council to receive details of a Parish Councillor vacancy and the procedure for co-option.

- 15/24 **Grant Application:** The Parish Council to receive details of grant requests from local organisations.
- 16/24 **Contract Approvals:** The Parish Council to approve the following contracts:
(i) The Scouting Association for Flag Raising Duties.
(ii) Parkway for the provision of village maintenance activities.
- 17/24 **Hearing Loop:** The Parish Council to revisit the information from the Meriden Sports Park Management Company on the types of audio technology available for the Pavilion.
- 18/24 **Christmas Lights:** The Parish Council to determine the number of light features required, and associated costs, for the lampposts.
- 19/24 **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 30 April 2024 (Appendix A).

20/24 **Finance:** To approve the following payments:

| Main Account | Net | VAT | Total | Invoice No. |
|--|---------|-------|---------|--------------|
| Meriden Village Hall Management Committee hall hire | £37.50 | £0.00 | £37.50 | |
| Balsall Parish Council Health & Wellbeing Group volunteer driver scheme pilot contribution | £150.00 | £0.00 | £150.00 | 144 |
| WALC training course | £35.00 | £7.00 | £42.00 | 948 |
| Hollywood Home Improvements allotment water supply works | £147.00 | £0.00 | £147.00 | 2024007 |
| Mr. S. Bonnar (Railway Inn) warm hub meals | £534.00 | £0.00 | £534.00 | 30042024-001 |
| Clerk Expenses to 13 May 2024 | £40.00 | £0.00 | £40.00 | |
| Cllr Eggar Expenses to 13 May 2024 | £86.37 | £2.21 | £88.58 | |
| BT Mobile Deputy Clerk | £12.34 | £2.47 | £14.81 | 71208216 |
| Scouting Association flag raising 2023 - 2024 | £500.00 | £0.00 | £500.00 | |
| BT Mobile Clerk | £9.80 | £1.96 | £11.76 | 71229244 |

**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:

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|--|-------|
| Unity Trust Bank current account monthly fee | £6.00 |
|--|-------|

The following payments are confidential to the Parish Council and not published in the agenda or minutes:

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| Clerk's May 2024 salary payment |
| WMPF May 2024 pension contributions employer and employee |
| HMRC May 2024 payments |

21/24 **Date and Time of the Next Full Council Meeting:** To confirm the scheduled date and time of the June 2024 ordinary meeting.

(signature redacted for noticeboards and website)

J. McDougall, Clerk to Meriden Parish Council.
Dated: 14 May 2024.

Appendix A

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/24 and 30/04/24 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 | £32,078.58 | £0.00 | £32,078.58 |
| Total Receipts | £32,078.58 | £0.00 | £32,078.58 |

| PAYMENTS | Net | Vat | Gross |
|------------------------|------------|-----------|------------|
| Meriden Parish Council | £14,071.46 | £3,266.39 | £17,337.85 |
| Total Payments | £14,071.46 | £3,266.39 | £17,337.85 |

Closing Balances

Ordinary Accounts

| | | | |
|-----------------------------|--|--|-------------|
| Unity Trust Current Account | | | £9,009.15 |
| Unity Trust Savings Account | | | £174,774.83 |
| Total | | | £183,783.98 |

Uncleared and Unpresented effects

Statement Closing Balances

Ordinary Accounts

| | | | |
|-----------------------------|--|--|-------------|
| Unity Trust Current Account | | | £9,009.15 |
| Unity Trust Savings Account | | | £174,774.83 |
| Total | | | £183,783.98 |

Signed Chair:

Signed Clerk / Responsible Financial Officer: