Meriden Parish Council

The Pavilion
Meriden Sports Park
10 Main Road
Meriden
CV7 7SP

Minutes of the Planning, Transport, Environment and Climate Change Committee held at 7.30pm on Thursday 9 January 2025 at The Pavilion, Meriden Sports Park.
Councillors Present: Cllr Eggar (Chair), Cllr Murphy and Cllr Plant
Clerk: J. McDougall
Deputy Clerk: C. Cooper (minutes)
Apologies: Cllr Eburne
Public Attendees: None

Min No.	Item	Action
108/24 108.1/24	**Apologies and Substitutions** Apologies have been received from Cllr Eburne. Cllr Murphy was in attendance as a substitute for Cllr Eburne.	
109/24 109.1/24 109.2/24	**Declarations of Personal or Prejudicial Interest** Cllr Eggar declared an interest in the Meriden Sports Park Company. Cllr Murphy declared an interest in the Leys Lane Allotments.	
110/24 110.1/24	**Public Forum** No members of the public present.	
111/24 111.1/24 111.2/24	**Minutes of the Planning, Transport, Environment and Climate Change Committee held on 5 December 2024** The minutes were agreed to be a true and accurate record and signed by Cllr Eggar. Cllrs raised that no actions have been noted regarding the parking section. Clerk explained that the conversation raised several potential suggestions however no formal actions were made. Cllrs can raise this further during Cllr reports. **Proposed: Cllr Eggar , Seconded: Cllr Plant**	
112/24 112.1/24 112.2/24	**Planning Applications** PL/2024/02817/MINFHO | Ivy Nook, Showell Lane, Meriden | Single storey side and rear extensions | Comments Cllrs requested clarification on whether the land was in green belt. Clerk briefly looked into this during the meeting and believes the land is green belt. If the land was greenbelt then the Committee was not in favour of the application. If the land was not greenbelt then comments would be made requesting the extension was in keeping with the character of the existing building and surrounding area.	Clerk to action

Signed: Cllr Eggar **Date: 06/02/2025**

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113/24 113.1/24	**Leys Lane Allotments** The Clerk confirmed there was now only one available allotment plot. Several of the allotments had only been recently let. Allotment inspections will take place to ensure the plots are maintained to the standard set in the allotment tenancy conditions.	Clerk and Deputy Clerk to action
113.2/24	Parkway had been instructed to install the allotment path and the whips had been planted.	
113.3/24	Cllrs raised an issue of pallets being left in the hedgerow of the allotment. Clerk to investigate.	Clerk to action
114/24 114.1/24	**Emergency Planning Policy** The Committee received a draft emergency planning policy for review. It was noted that the majority of the Emergency Planning policy was not the responsibility of MPC, however the Council felt it was important that residents knew the Pavilion would be a place of refuge if any of the emergency scenarios occurred.	
114.2/24	The policy must reach all residents, including those who do not access the Council website or social media. It was suggested that the primary school could issue the policy in an emergency scenario via email addresses ensuring as many residents as possible were aware of where help could be obtained.	
114.3/24	Cllrs discussed pre-empting some scenarios, for example, placing sandbags at the school so that residents can access them from two locations in the village. Cllrs would like to seek other forms of shelter that residents could utilise as well as the Pavilion, some suggestions were the Village Hall and the Scout Hut.	
114.4/24	Cllr Plant to review the Emergency Planning Policy and amend where necessary. Policy to be reviewed every 6 months to ensure information is up to date including contact numbers.	Cllr Plant to action
115/24 115.1/24	**Neighbourhood Development** The Committee provided a provisional date of 12 February 2025, 6pm, to hold a meeting with Avon Planning Services to discuss the Neighbourhood Development Plan and any changes that may be required, without having to create a new plan which would involve a referendum.	Clerk to progress
115.2/24	The Clerk had applied for a grant to fund the meeting costs. Any money that is not used from the grant must be returned at the end of the financial year.	
116/24 116.1/24	**Community Events** The Committee discussed potential community events for 2025. Ideas included: • Farmers market • Car boot sales	

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	• Food/beer festivals • Outdoor movie theatre • Teddy bear picnic for children • Landmark walk • Easter egg hunt for children • Christmas light switch on	
116.2/24	Some events could be managed by MPC and others would need to be outsourced to companies to manage. MPC will manage the Christmas light switch on; Clerk to confirm the Firebirds availability.	Clerk to action
116.3/24	The Committee would like to hold an event for each season. Clerk confirmed £5,000.00 has been budgeted for events in total.	
116.4/24	Cllrs requested the Clerk and Deputy Clerk to research and make enquiries for companies who could provide and manage an outdoor movie theatre event.	Clerk / Deputy Clerk to action
116.5/24	Cllrs suggested liaising with Meriden Primary School to ensure MPC organised events do not clash with their events. A suggestion to build links with Meriden Scout Group was made to ask for help on some events.	
116.6/24	The Food/beer festival would be outsourced to a company to run as the Parish Council did not have the time or expertise to host this type of event. A suggestion was made to link in with the Queens Head. MPC would have to complete risk assessments etc and ensure insurance was in place for any event on its Premises.	
116.7/24	Cllrs requested an advert be placed in the Meriden Magazine to see if any local companies would be interested in hosting an event in the Sports Park for the residents and community of Meriden.	Clerk to action
117/24	**PTEC Action Grid**	
117.1/24	Cllr Eggar was creating an action grid for the PTEC Committee to ensure clarity on who is responsible for completing actions. Cllr Eggar to present this at the next PTEC Committee meeting.	Cllr Eggar to action
118/24	**Correspondence**	
118.1/24	Resident emailed regarding the emergency plan asking MPC to consider including the petroleum pipelines that run through Meriden. Cllr Plant will add this information to the Plan.	Cllr Plant to action
118.2/24	Report of a missing bus stop sign at James Dawson Drive. Clerk to inform Transport for West Midlands.	Clerk to action
118.3/24	Meriden Sports Park Company received a request from a resident at 6:30am for sandbags. Clerk has since spoken to the resident and the problem needs to be	

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	escalated due to a culvert adjacent to the property flooding. The Clerk had arranged to meet the resident to discuss further as SMBC will need to be involved. The Clerk will deliver sandbags to the resident. Disclaimer to be signed by any resident receiving sandbags from MPC.	Clerk to action
119/24 119.1/24 119.2/24 119.3/24	**Councillor Reports** Cllrs discussed the fallen tree on Leys Lane. The tree has been blocking the path for around 6 weeks. Clerk to follow up with SMBC as this has already been reported. Cllrs expressed positivity over the responses the Ward Cllrs are providing on social media regarding the speed cameras. Residents had not received any information regarding the broadband work taking place on Fairfield Rise. The number of vehicles in the road resulted in difficulty travelling along the road and commercial vehicles had blocked driveway access. Clerk requested a contact number from one of the vehicles to telephone the company to discuss the issues raised.	Clerk to action
120/24 120.1/24 120.2/24	**Clerk's Report** A Quarry Liaison was scheduled for Monday 13 January; Clerk would be attending. The planning application for additional night time flights at Birmingham Airport had been approved. Unfortunately MPC response to the application was not presented in the report or displayed on SMBC's Planning Portal. The Clerk had raised this issue with SMBC's Head of Planning and a response was issued confirming SMBC's Planning Committee would be provided with Meriden Parish Council's letter of objection.	
121/24 121.1/24	**Date and Time of the next Planning, Transport, Environment and Climate Change Committee Meeting** It was resolved that the next meeting would be held on Thursday 6th February at 7:30pm.	

Meeting closed at 20:51pm.

Signed: Cllr Eggar **Date: 06/02/2025**