Meriden Parish Council

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

NOTICE OF MERIDEN PARISH COUNCIL 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 21 July 2025 at 7.30pm in the Pavilion, Meriden sports park.

Remote Access for Members of the Public: Microsoft Teams Meeting ID – 365 610 516 192
Passcode – PHq2JJ

AGENDA

45/2526 **Apologies and Acceptance of Apologies**

46/2526 **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.

47/2526 **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.

48/2526 **Minutes of the Ordinary Monthly Parish Council Meeting Held on 16 June 2025:** To approve and sign the minutes as a true and accurate record, and to receive an update on any issues not otherwise addressed.

49/2526 **Correspondence and Communication:** To hear about correspondence which has come to the Parish Council.

50/2526 **Ward Councillor Reports:** To receive any reports from Councillor Burrow, Councillor Delaney and Councillor Dicicco.

51/2526 **Meriden Parish Council Chair Report:** To receive an update from the Chair of Meriden Parish Council.

52/2526 **Meriden Parish Council Councillor Reports:** To hear any items of importance which Councillors may wish to raise.

Clerk: Jenny McDougall **Tel:** 01676 522474 **Mob:** 07767 162423
Email: clerk@meridenparishcouncil.gov.uk **Web:** www.meridenparishcouncil.gov.uk

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53/2526 **Planning, Transport, Environment and Climate Change Committee (PTEC):** To receive the draft minutes from the PTEC committee meeting held on 3 July 2025 and accept all recommendations.

54/2526 **Correspondence from the Meriden Sports and Recreation Trust on Legal Fees:**

(i) The FGP Committee Vice Chair to confirm the preferred quotation for the Parish Council's legal advice and the Council to approve the recommendation.

(ii) The Council to comment on the correspondence regarding payment of legal fees the Trust will incur and determine a response.

55/2526 **Finance, Governance and Personnel Committee (FGP):** To receive the draft minutes from the FGP committee meeting held on 14 July 2025 and accept all recommendations. With particular note to salaries, should the Council wish to discuss this confidential matter a resolution will be passed to exclude members of the public and press (Public Bodies [Admission to Meetings] Act 1960).

56/2526 **Meriden Primary School:** The Clerk to update the Council on a meeting with the Chair of Governors, including Solihull Council's actions following the recent closure.

57/2526 **Solihull Council's Draft Settlement Hierarchy:** The Parish Council to determine a response to the draft document which proposes the Solihull villages that should be redefined as towns.

58/2526 **Management of the Sports Park Premises:** The Clerk to provide a monthly update on the management of the Premises.

59/2526 **Meriden Council Policies:** To review and adopt the following policies:

(i) Neurodiversity Policy
(ii) Special Leave Policy
(iii) Recruitment Policy

60/2526 **BT Telephone Box:** To discuss whether to adopt the Grade II listed telephone box on The Green and assume all costs with future maintenance.

61/2526 **Payments for August 2025:** To confirm the procedure for authorising payments during August 2025 when the Parish Council does not meet.

62/2526 **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 for the month of June 2025 (Appendix A details the Cashbook summary from 1 April 2025).

63/2526 **Finance**: To approve the following payments:

Main Account	Net	VAT	Total	Invoice No.
Parkway maintenance – June 2025 ground maintenance and additional watering of planters.	£1468.75	£293.75	£1762.50	21297

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Lloyds credit card July 2025 – includes desk fans	£66.71	£0.00	£66.71	02/07/25
Hollywood Home Improvements – notice board removal and repair to Christmas lights	£265.00	£0.00	£265.00	202514
Edge Microsoft 365 Licences	£747.61	£149.52	£897.13	38710
Cllr Whitehead Q1 Member's Allowance	£375.00	£0.00	£375.00	
Cllr Eggar Q1 Member's Allowance	£125.00	£0.00	£125.00	
Cllr Hughes Q1 Member's Allowance	£125.00	£0.00	£125.00	
Cllr Eburne Q1 Member's Allowance	£125.00	£0.00	£125.00	
WRCC – warm hub meals June 2025	£363.00	£72.60	£435.60	CFF4020
G. Marlow – *invoice awaited for electricity works*				

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

The following July 2025 payments are confidential to the Parish Council and not published in the agenda or minutes:

Clerk's July 2025 salary
Deputy Clerk's July 2025 salary
WMPF July 2025 pension contributions employer and employees
HMRC July 2025 payments

The following monthly payment is paid to Unity Trust Bank:

Unity Trust Bank current account monthly fee	£6.00

64/2526 **Clerk's Report:** To hear of any developments since the last meeting.

65/2526 **Date and Time of the Next Full Ordinary Council Meeting:** To confirm the scheduled date and time of the September 2025 ordinary Parish Council meeting.

(signature redacted for website and noticeboards)

Jenny McDougall
Clerk to Meriden Parish Council

Dated: 15 July 2025

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APPENDIX A

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/25 and 30/06/25 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Unity Trust Current Account	£490.27
Unity Trust Savings Account	£120,816.29
Total	£121,306.56

RECEIPTS	Net	Vat	Gross
Total Receipts	£49,423.62	£0.00	£49,423.62

PAYMENTS	Net	Vat	Gross
Total Payments	£28,801.55	£2,131.05	£30,932.60

Closing Balances

Ordinary Accounts

Unity Trust Current Account	£7,898.05
Unity Trust Savings Account	£131,899.53
Total	£139,797.58
Uncleared and Unpresented effects	£0.00

Statement Closing Balances

Ordinary Accounts

Unity Trust Current Account	£7,898.05
Unity Trust Savings Account	£131,899.53
Total	**£139,797.58**