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 20 October 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

94/2526 **Apologies and Acceptance of Apologies**

95/2526 **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.

96/2526 **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.

97/2526 **Minutes of the Ordinary Monthly Parish Council Meeting Held on 15 September 2025:** To approve and sign the minutes as a true and accurate record, and to receive an update on any issues not otherwise addressed.

98/2526 **Correspondence and Communication:** To hear about correspondence which has come to the Parish Council.

99/2526 **Ward Councillor Reports:** To receive any reports from Councillor Burrow, Councillor Delaney and Councillor Dicicco.

100/2526 **Meriden Parish Council Chair Report:** To receive an update from the Chair of Meriden Parish Council.

101/2526 **Meriden Parish Council Councillor Reports:** To hear any items of importance which Councillors may wish to raise.

102/2526 **Planning Applications**: To receive the following planning applications and confirm recommendations; Appendix Two provides an update on previous applications since the last meeting. The Committee to refer to the made Meriden Neighbourhood Development Plan when determining a consultee response.

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| Reference | Expiry Date | Address | Proposal |
|---|---|---|---|
| PL/2025/01591/TPO | 08/10/25 | Carrolls Equestrian, Eaves Green Lane, Meriden | T1 Ash tree – crown lift to 5 metres and remove major deadwood over driveway. T2 Oak tree – crown reduce by 3 metres. T3 Oak tree – crown reduce by 3 metres and remove major deadwood. |
| PL/2025/01798/MINFHO | 28/10/25 | Swallowfield, Hampton Lane, Meriden | Extension to garage. |
| PAP/2025/0397 | 30/10/25 | Stonebridge Golf Centre, Somers Road, Meriden (North Warks Council) | Installation of 4 x padel courts, court cover and associated infrastructure. |
| PL/2025/01696/PPFL | 03/11/2025 | Unit 1 Flat Above Crest Pharmacy, The Green, Meriden | Two storey and single storey to form residential extension to the rear of Crest Pharmacy. |

103/2526 **Transport, Environment and Climate Change Committee (TEC):** To receive the draft minutes from the TEC committee meeting held on 2 October 2025 and accept all recommendations, including:

(i) Approval of expenditure for two noticeboards and installation.

104/2526 **Neighbourhood Development Plan Review Steering Committee (NDP):** To receive the draft minutes from the NDP committee meeting held on 18 September 2025 and accept any recommendations.

105/2526 **Neighbourhood Development Plan (NDP):** To apply to Solihull MBC for a redesignation of the Meriden Neighbourhood Area to progress a review of the NDP.

106/2526 **Management of the Sports Park Premises:** To provide an update as follows:

(i) Chair to update the Council on a recent meeting with Meriden Sports Park Company and Meriden Sports and Recreation Trust

(ii) Chair to discuss a business plan for the Sports Park and completion dates

(iii) Clerk to provide a monthly update on the management of the Premises.

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107/2526 **Memorial Bench:** To accept a donation to fund a memorial bench in the sports park, and discuss a repositioning of a plaque.

108/2526 **Meriden Council Policies:** To review and adopt the following policies:
(i) Code of Conduct Policy
(ii) Sexual Harassment Policy
(iii) Vexatious Requests Policy

109/2526 **Annual Subscriptions:** To approve the renewal of:
(i) SLCC annual membership
(ii) Allotment Society annual membership.

110/2526 **Remembrance Sunday:** The Council to confirm arrangements for the Remembrance Service on 9 November 2025.

111/2526 **Parking within the Village:** The Council to discuss parking concerns around the Green and the village centre.

112/2526 **Leys Lane Allotments:** The Council:
(i) to approve the document for the keeping of livestock at Leys Lane Allotments
(ii) to approve the removal of fly-tipping.

113/2526 **SMBC Transport Meeting:** To raise any matters regarding transport on the public highway ahead of the meeting on 23 October 2025.

114/2526 **Training Course:** To approve the PIALC training course for the Clerk.

115/2526 **Quarter Two Financial Report:** To receive the Q2 report detailing income and expenditure for the period 1 April 2025 to 30 September 2025

116/2526 **Unity Trust Bank Access:** The Council to sign documentation associated with various levels of access for Councillors to the bank accounts.

117/2526 **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 September 2025 (Appendix One details the Cashbook summary from 1 April 2025).

118/2526 **Finance**: To approve the following payments:

| Main Account | Net | VAT | Total | Invoice No. |
|---|---|---|---|---|
| Parkway maintenance – September 2025 ground maintenance | £1,368.75 | £273.75 | £1,642.50 | 21702 |
| Lloyds credit card October 2025 – includes flower planters, mobile phone payments and Warm Hub supplies | £346.77 | £0.00 | £346.77 | 02/10/25 |
| Deputy Clerk's home working allowance (April – October 2025) | £180.00 | £0.00 | £180.00 | 26/10/25 |

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| | | | | |
|---|---|---|---|---|
| Clerk's home working allowance and mileage (April – October 2025) | £189.15 | £0.00 | £189.15 | 31/10/25 |
| Wellers Law Group – Legal Fees | £1,509.00 | £301.80 | £1,810.80 | 836197 |
| WRCC – September 2025 Warm Hub Meals | £434.50 | £86.90 | £521.40 | cff4353 |

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

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

| |
|---|
| Clerk's October 2025 salary - |
| Deputy Clerk's October 2025 salary - |
| WMPF October 2025 pension contributions employer and employees - |
| HMRC October 2025 payments - |

The following monthly payment is paid to Unity Trust Bank:

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

119/2526 **Clerk's Report:** To hear of any developments since the last meeting.

120/2526 **Date and Time of the Next Full Ordinary Council Meeting:** To confirm the scheduled date and time of the November 2025 ordinary Parish Council meeting.

121/2526 **Staff Pay Review:** Due to the confidential nature of this item a resolution will be passed to exclude members of the public and press (Public Bodies [Admission to Meetings] Act 1960).

**Signature redacted for website and noticeboards**

Jenny McDougall
Clerk to Meriden Parish Council

Dated: 14 October 2025

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**APPENDIX ONE**

# Financial Summary - Cashbook

Summary of receipts and payments between 01/04/25 and 30/09/25 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 |
|---|---|---|---|
| Meriden Parish Council | £88,602.00 | £0.00 | £88,602.00 |
| Total Receipts | £88,602.00 | £0.00 | £88,602.00 |

| PAYMENTS | Net | Vat | Gross |
|---|---|---|---|
| Meriden Parish Council | £54,133.29 | £3,894.96 | £58,028.25 |
| Total Payments | £54,133.29 | £3,894.96 | £58,028.25 |

Closing Balances

**Ordinary Accounts**

| | |
|---|---|
| Unity Trust Current Account | £1,307.46 |
| Unity Trust Savings Account | £150,572.85 |
| | £151,880.31 |
| Total | £151,880.31 |
| Uncleared and Unpresented effects | £0.00 |
| Total | £151,880.31 |

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

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**APPENDIX TWO**

| | | | |
|---|---|---|---|
| PL/2025/00999/ADV | Roundabout At Junction Of Birmingham Road And Main Road, Meriden Solihull | Erect four identical, non-illuminated advertisement signs. | Awaiting decision as at 14/10/25 |
| PL/2025/01171/MINFHO | 261 Fillongley Road Meriden Solihull | Erection of single storey rear extension and front canopy. | Awaiting decision as at 14/10/25 |
| PL/2025/01116/TPO | The Coplow, Hampton Lane, Meriden, Solihull | Tree pruning required outside of The Coplow and Maxstoke House to allow CityFibre to install overhead fibre cabling to both properties. Prune conifer trees by approximately 0.5m clearance required around circumference of the cables. | Approved |
| PL/2025/01259/PPFL | Post Office, 75 Main Road, Meriden, Solihull | Conversion and alterations to the existing property, which includes the former post office and hair salon, to form two residential dwellings | Approved |
| PL/2025/01438/PPTREE | St Laurence Church, Church Lane, Meriden, Solihull | Reduce by approximately 0.5m and crown lift to approximately 3m maple tree on the grounds of the church, close to neighbour's boundary. | Approved |
| PL/2025/01605/LBC | Brooklyn 97 Main Road Meriden CV7 7NL | Listed building consent to replace windows | Awaiting decision as at 14/10/25 |