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

Meriden Parish Council

Minutes of the ordinary Parish Council Meeting held at 7.30pm on Monday 16 February 2026 at The Pavilion, Meriden Sports Park.

Present: Cllr Whitehead (Chair), Cllr Eggar, Cllr Murphy, Cllr Marshall, Cllr Eburne-Brereton, Cllr Plant and Cllr Ritchie
Apologies: None
Public Attendees: Cllr Burrow, Cllr Delaney, 15 members of the public present

Min No.	Item	Action
193/2526 193/2526.1	**Apologies and Acceptance of Apologies** Apologies were received and accepted from Cllr Plant. **All in favour**	
194/2526 194/2526.1 194/2526.2	**Declarations of Personal and Prejudicial Interest** Cllr Murphy declared an interest in the Leys Lane allotments. Cllr Eggar declared an interest in Meriden Sports Park.	
195/2526 195/2526.1 195/2526.2	**Public Participation** A planning application had not yet been received for the land south of Fillongley Road. Marrons advised surveys were being undertaken and they and will respond to the residents' questions, forwarded by the Parish Council, after the completion of surveys. Residents discussed the excess water on the fields behind Main Road, flooding and concerns that watercourses would not be sufficient to prevent further flooding. The Clerk had visited the fields with a resident on 12 February 2026 and confirmed they were waterlogged and had offered sand bags. A discussion took place regarding development works at a property in Millisons Wood and potential commercial use of the property. The homeowner confirmed a planning application will be submitted to SMBC, following confirmation that the works did not fall within permitted development, and confirmed guidelines permit part of the dwelling to be let. The Chair of the Parish Council confirmed SMBC will progress the planning application.	
196/2526 196/2526.1	**Minutes of the Ordinary Parish Council Meeting held on 19 January 2026** The minutes of the ordinary meeting held on 19 January 2026 were agreed as a true and accurate record and signed by Cllr Whitehead. **Proposed: Cllr Whitehead, Seconded: Cllr Murphy**	
197/2526 197/2526.1 197/2526.2 197/2526.3 197/2526.4	**Correspondence and Communication** Report of fly tipping on Birmingham Road, heading from the small roundabout towards the quarry entrance; Clerk had reported this matter to SMBC. Report of damaged verge arears on Birmingham Road, heading from the small roundabout towards the A45, due to lorries parking across the grass; Clerk had requested the quarries investigate. Report of a lorry in the village centre parked on double yellow lines; Clerk had forwarded the registration number to NRS who confirmed it was not connected with the quarries. A Tarmac lorry was reported in the village centre on Hampton Lane and Birmingham Road. The Clerk had discussed the matter with Tarmac who confirmed the vehicle was	

	delivering to the Maxstoke Lane development; Tarmac had informed drivers to use the A452 and the A45.	
197/2526.5	A resident reported damage to their driveway following the resurface of Cornets End Lane on the weekend of 7th and 8th February 2026. It was also reported that HS2 vehicles were using the resident's driveway to turn around after taking the incorrect exit off the A452/Hampton Lane roundabout. The Clerk has reported these issues to SMBC Highways and Cllr Burrow; Cllr Burrow and a representative from HS2 visited the resident.	
197/2526.6	A resident advised of flooding on the fields behind Main Road. The Clerk had visited the resident who was not flooded and offered sandbags if needed for future use.	
198/2526	**Ward Councillor Reports**	
198/2526.1	Cllr Burrow visited Eaves Green Lane for 15 minutes at approximately 11am and confirmed there were 5 vehicles in total all travelling at speeds of less than 30mph. A resident commented that more traffic is present during rush hour and the lane is used by vehicles wider than the restrictions permit.	
199/2526	**Meriden Parish Council Chair Report**	
199/2526.1	The Chair and Clerk met with the Head of Highways at SMBC; which included the following: • SMBC would be given enforcement powers in the summer to fine drivers parked inappropriately (over grass verges, pavements etc) and will increase the number of enforcement officers employed; • Numerous potholes had been reported throughout the borough following the snow and ice in January 2026 and SMBC was addressing these; • The Head of Highways at SMBC would be leaving the Council; a new Head of Service had been appointed from April 2026.	
199/2526.2	The Chair and Clerk met with the Head of Public Realm at SMBC to discuss dog bins.	
199/2526.3	The Chair had attended training on external funding opportunities.	
200/2526	**Meriden Parish Council Councillor Reports**	
200/2526.1	Cllr Murphy reported the two parking bays on Parish Council land at the allotments were being used by vehicles connected to the Mons Avenue estate, resulting in allotment tenants not being able to park in the dedicated parking bays. The Clerk had reported this matter to Bromford Housing following a number of complaints from allotment holders.	
200/2526.2	Cllr Eggar discussed parking concerns in the village centre and vehicles parking on double yellow lines. A brief discussion took place on the suitability of opening the sports park longer for parking, with concerns of antisocial behaviour expressed.	
200/2526.3	Cllr Eburne reported on a number of explosive noises at the quarry; Ward Cllr Burrow will investigate.	
201/2526	**Transport, Environment and Climate Change Committee (TEC)**	
201/2526.1	The Parish Council received the draft minutes from the TEC committee meeting held on 5 February 2026 and approved all recommendations. **All in favour**	
201/2526.2	A resident had advised that a new fuel pipeline will be installed underground through the Parish, Cllr Burrow believed this was permitted development.	

202/2526 **Neighbourhood Development Plan Review (NDP)**
202/2526.1 The Chair of the Parish Council will discuss a committee meeting date with Cllr Plant. — Chair to action

203/2526 **Sports Park Committee**
203/2526.1 A Sports Park Committee was established; the Clerk will create terms of reference. Members were approved as Cllr Whitehead, Cllr Eggar, Cllr Marshall and Cllr Ritchie and a committee meeting was scheduled for 2 March 2026, 6.45pm. — Clerk to action

All in favour

204/2526 **Planning Applications**
204/2526.1

PL/2025/01976/MINFHO	Merville Leys Lane Meriden	Ground floor rear extension	No comment
PL/2026/00208/MINFHO	12 Kittermaster Road Meriden CV7 7NA	Ground floor rear extension	No comment
PL/2026/00111/MINFHO	11 The Croft Meriden CV7 7NQ	Ground floor front porch and garage conversion Ground floor rear extension	No comment
PL/2026/00216/MINFHO	Lavender House 212 Main Road Meriden	New two storey extension on the rear southern elevation	Comment See below

204/2526.2 Application PL/2026/00216/MINFHO (Lavender House), the Parish Council did not present an objection provided the application conformed to appropriate development. — Clerk to inform SMBC

205/2526 **Solihull MBC's Local Plan**
205/2526.1 The Clerk advised the 'issues and options' consultation will close on 16 March 2026 and the Parish Council should submit a response. The Parish Council scheduled a Teams meeting for 5 March 2026 to formulate a response to the Local Plan consultation.

206/2526 **Planning Advice**
206/2526.1 A planning consultant had provided a fee for writing a template response, whereas another consultant advised a template should not be used as responses should be specific to the application. Following a discussion the Parish Council agreed not to engage a consultant to devise a template of responses for future large planning applications and the NDP Committee would review applications and advise of any specialist support required.

206/2526.2 The Chair requested Councillors undergo planning training. — Cllrs to action

206/2526.3 The Parish Council met with M.P. S. Bhatti to discuss the threat of large developments in Meriden, following changes to the NPPF in 2025. The M.P. offered support against large developments in Meriden.

207/2526 **Policies**
207/2526.1 The Parish Council adopted the following policies:
(i) Information Technology Policy

	(ii) Freedom of Information (iii) Publication Scheme **All in favour of adopting the above three policies**	Clerk to place on the website
208/2526 208/2526.1	**Tree Survey** The Parish Council received the tree survey, with recommended works, for Parish Council land outside of the Sports Park; Cleek to obtain three quotations. **All in favour**	Clerk to action
209/2526 209/2526.1	**Flower Planters** The Parish Council received the costs of six flower planters to replace the damaged planters under the village entrance signs; quotation A was approved as the supplier providing SMBC Public Realm did not object to the planters. Quotation A £97.99 including VAT and free delivery per planter. Quotation B £99.99 including VAT per planter. Delivery fee of £7.99 for six planters. Quotation C £169.99 including VAT per planter. Delivery fee of £6.99 for six planters. **All in favour**	Clerk to action
210/2526 210/2526.1 210/2526.2	**Meriden Sports and Recreation Trust Funding Agreement (MS&RT)** The Parish Council had prepared a draft funding agreement for discussion; a draft funding agreement was also issued by MS&RT on 15 February 2026. The Parish Council had not had time to review the document from MS&RT and would individually review in preparation for a meeting with MS&RT on 23 February 2026. The difficulty of assigning a utilities value to the Parish Council for use of the building, as requested by MS&RT, was discussed. It was noted that large utility costs exist when the building is unused, the Clerk uses the office when community activities are taking place, and there was value on having the Clerk onsite when contractors visit to carry out maintenance funded through the MS&RT grant.	Cllrs to action
211/2526 211/2526.1	**Sports Park and Pavilion Maintenance** Quotations for the management of the Premises for the period April 2026 – March 2029 were discussed. Quotations received can be found in Appendix One. All quotations and supplementary information had been issued to the Parish Council for full consideration. It was resolved to offer contracts as follows: Contract 1 - quotation B Contract 2 - quotation B Contract 3 - quotation A Contract 4 - quotation A Contract 5 - quotation B. The Parish Council authorised the Clerk to offer the contract to the quotation C supplier if declined by the supplier of quotation B. Contract 6 - quotation C Contract 7 - quotation A Contract 8 - quotation A **All in favour**	Clerk to action
212/2526 212/2526.1	**Asset Register** The Parish Council approved the asset register for the financial year 2025-2026. **Proposed: Cllr Whitehead, Seconded: Cllr Eggar**	Clerk to place on the website

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213/2526 **Monthly Finance Report**

213/2526.1 The bank reconciliation to 31 January 2026 was received and approved by Full Council.

All in favour

214/2526 **Finance**

214/2526.1 The following payments were presented:

Main Account	Net	VAT	Total	Payment Method
Edge IT – finance package	£439.00	£87.80	£526.80	Bank transfer
I CARE Community Meals – warm hub	£247.00	£49.40	£296.40	Bank transfer
Lloyds credit card February 2026 – Warm Hub supplies, hedging and monthly £3.00 fee	£195.77	£0.00	£195.77	Direct Debit
Clerk's Home Working Allowance – November 2025 to March 2026	£126.00	£0.00	£126.00	Bank transfer
Meriden Village Hall – Parish Assembly	£42.00	£0.00	£42.00	Bank transfer
Midland Forestry Limited	£960.00	£192.00	£1,152.00	Bank transfer
SLCC Enterprises – training course	£38.50	£7.70	£46.20	Bank transfer
Hollywood Home Improvements (INV202603) – allotment works	£500.00	£0.00	£500.00	Bank transfer

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

The following February 2026 payments were confidential to the Parish Council and not published in the agenda or minutes:

Clerk's February 2026 salary
Deputy Clerk's February 2026 salary
WMPF February 2026 pension contributions employer and employees
HMRC February 2026 payments

The following monthly payment is paid to Unity Trust Bank by direct debit:

Unity Trust Bank current account fee	£6.00

All the above payments were approved; Cllr Whitehead and Cllr Eggar would authorise the pending payments via online banking.

Proposed: Cllr Eburne, Seconded: Cllr Whitehead

215/2526 **Clerk's Report**

215/2526.1 The Clerk had reported the damage on the small roundabout at the junction of Birmingham Road/Maxstoke Lane to SMBC.

215/2526.2 The Clerk was awaiting a response from the Priory hospital regarding the flower planter on Showell Lane and whether the hospital would continue planting it.

215/2526.3 SMBC enforcement confirmed they had contacted a homeowner regarding development at a property in Millisons Wood and advised a planning application should be submitted.

215/2526.4	The Parish Assembly has been booked at Meriden village hall for Tuesday 14 April 2026, 7pm.	
215/2526.5	The internal audit had been booked for Friday 17 April 2026.	
215/2526.6	The Cyclist Memorial event will take place on Sunday 17 May 2026; Clerk had advised the Union Flag to be flown. Cllr Whitehead will lay a wreath.	
215/2526.7	A shed outside of an allotment plot at Leys Lane allotments had now been removed.	
216/2526 216/2526.1	**Next Meeting** The next Full Council meeting was scheduled for Monday 16 March 2026 at 7:30pm in the Sports Pavilion.	

Meeting closed at 9.55pm

Signed: Cllr Whitehead
Dated: 16 March 2026

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Appendix One

Contract 1 – General Sports Park Maintenance

Company	Price
Quote A	£38,573.26 plus VAT
Quote B	£31,170 plus VAT
Quote C	£38,532 plus VAT
Quote D	£36,540 plus VAT

Contract 2 – Specialist Sports Activities Maintenance (Football/Cricket etc)

Company	Price
Quote A	£6,010.66 plus VAT
Quote B	£4,980 plus VAT
Quote C	£7,767 plus VAT
Quote D	£7,332.00 plus VAT

Contract 3 – Pest Control

Company	Price
Quote A	£1,800 no VAT
Quote B	£1,140 plus VAT (reduced fee of £1,140 if awarded contract 1)
Quote C	£3,175.40 plus VAT

Contract 4 – Pavilion Cleaning

Company	Price
Quote A	£3,090 no VAT
Quote B	£6,812.16 plus VAT
Quote C	£9,696.00 plus VAT
Quote D	£11,146.52 plus VAT

Contract 5 – Security Gates

Company	Price
Quote A	£14,600 plus VAT
Quote B	£5,472 plus VAT
Quote C	£8,400.00 no VAT

Contract 6 – Pavilion Compliance Checks

Company	Price
Quote A	£7,516.46 plus VAT
Quote C	£11,340 plus VAT – year 1 £11,680.20 plus VAT - year 2 & £12,030.61 plus VAT – year 3
Quote D	£25,334.14

Contract 7 – Window Cleaning

Company	Price
Quote A	£596.00
Quote B	£1,200 plus VAT
Quote C	£1,556.40 plus VAT
Quote D	£3,187.50 plus VAT

Contract 8 – Hygiene Toilets

Company	Price
Quote A	£719.22 plus VAT
Quote B	£888.12 plus VAT
Quote C	£1,015.59 plus VAT

Signed: Cllr Whitehead
Dated: 16 March 2026