Meriden Parish Council

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

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

Present: Cllr Whitehead (Chair), Cllr Eggar, Cllr Murphy and Cllr Ritchie
Apologies: Cllr Marshall, Cllr Eburne-Brereton, Ward Cllr Heather Delaney and M.P. Saqib Bhatti
Public Attendees: SMBC Ward Cllr Burrow and 16 members of the public present

Min No.	Item	Action
217/2526 217/2526.1 217/2526.2	**Apologies and Acceptance of Apologies** Apologies were received and accepted from Cllr Marshall and Cllr Eburne-Brereton. **All in favour** Apologies were received from SMBC Ward Cllr Heather Delaney and M.P. Saqib Bhatti.	
218/2526 218/2526.1 218/2526.2	**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.	
219/2526 219/2526.1	**Public Participation** Members of the public raised the following: • Advertising signs on the Meriden village roundabout were in place following SMBC approving the planning application. Clerk to query with SMBC planning whether they conform with the design listed on the planning application. Ward Cllr Burrow confirmed the costs of the signs are paid through advertising revenue. • Fly tipping had taken place at Lodge Green Lane but had been reported and cleared. • Meriden Mag compilation and distribution; the Parish Council confirmed this was not run by the Parish Council but independent volunteers. • Speed camera effectiveness, the Chair confirmed SMBC had data on the number of fines and evidence speed was reduced throughout the speed monitoring areas; members of the public could complete a freedom of information request with West Midlands Police for data on the number of fines. • Pothole repair required on Main Road, opposite the Chemist; Clerk to inform SMBC.	Clerk to action Clerk to action
220/2526 220/2526.1	**Minutes of the Ordinary Parish Council Meeting held on 16 February 2026** The minutes of the ordinary meeting held on 16 February 2026 were agreed as a true and accurate record and signed by Cllr Whitehead. **Proposed: Cllr Murphy, Seconded: Cllr Eggar**	
221/2526 221/2526.1 221/2526.2 221/2526.3	**Correspondence and Communication** A query was received as to whether the advertising signs on the Meriden roundabout conformed with the design listed in the planning application. A sign at the junction of Berkswell Road and Main Road was requested to direct traffic appropriately towards the village centre and Millisons Wood. Chair and Clerk to discuss with SMBC at the quarterly highways meeting. Report of pavement damage and rats on Alspath Road; Clerk had reported this matter to SMBC to investigate.	

221/2526.4	A resident raised the underground petroleum pipelines in Meriden and commented on a new underground pipeline to be installed, requesting that public rights of way remain open as much as possible whilst works are carried out.	
221/2526.5	A resident confirmed an objection to the proposed development at Land South of Fillongley Road, highlighting a heritage significance and the NPPF referring to protection of heritage assets, along with flood risks in the area and drainage at full capacity.	
221/2526.6	A comment was received regarding planning application PL/2026/00291/TPO querying whether an arboricultural report was available. The Clerk confirmed a report had not been submitted with the application as pruning was being sought for light issues and the tree was not being labelled as diseased or causing damage by the applicant. SMBC will consult the tree officer as part of the planning decision.	
221/2526.7	A query was raised regarding Severn Trent planning a major water pipeline project at the Meriden Reservoirs and whether the work was subject to planning permission. Cllr Burrow confirmed this type of work for utilities falls under permitted development and the provider only needs to notify SMBC.	
222/2526	**Ward Councillor Reports**	
222/2526.1	Cllr Burrow reported SMBC had received three times the number of pothole requests than usual for the time of year. SMBC has been unable to permanently repair all the potholes quickly and was using temporary fillings.	
222/2526.2	Main Road, from the Bull's Head to Fillongley Road, was scheduled to be resurfaced during 2026.	
222/2526.3	Cllr Burrow met with residents from Kittermaster Road to discuss the lack of parking provision. Cllr Burrow will issue a deputation to SMBC so this matter can be officially registered and carried forward by the new Ward Cllrs for Meriden following the May 2026 local elections; Meriden will form part of the new Meriden and Arden Ward and will be represented by different Ward Councillors.	
223/2526	**Meriden Parish Council Chair Report**	
223/2526.1	The Chair and Cllr Ritchie responded to the SMBC Local Plan Issues and Options consultation; gratitude was expressed to the members of the NDP review committee for their assistance.	
223/2526.2	A Councillor resignation was received; the Parish Council now has two Cllr vacancies.	
223/2526.3	The Parish Council has regularly met with Meriden Sports and Recreation Trust to discuss grant funding for the sports park.	
223/2526.4	Cllr Whitehead will create a working party to discuss the information to present at the Annual Parish Assembly.	Chair to progress
224/2526	**Meriden Parish Council Councillor Reports**	
224/2526.1	None.	
225/2526	**Meriden Sports Park Committee (MSP)**	Cllr Eggar to progress
225/2526.1	Cllr Eggar was elected as Chair of the Meriden Sports Park committee on 2 March 2026 and is reviewing hire rates.	
225/2526.2	The draft minutes were received and all recommendations were accepted.	

	Proposed: Cllr Whitehead, Seconded: Cllr Eggar	
226/2526 226/2526.1	**Neighbourhood Development Plan Review (NDP)** Following the resignation of the previous Chair, Cllr Ritchie was elected Chair of the NDP review committee and members were confirmed as Cllr Ritchie, Cllr Whitehead and Cllr Murphy; Cllr Murphy would step down as soon as another Cllr could join the committee due to her current Parish Council commitments. **Proposed: Cllr Whitehead, Seconded: Cllr Eggar** The next meeting was scheduled for Thursday 30 April 2026, 6pm; the Clerk would be absent from the meeting.	
226/2526.2		
227/2526 227/2526.1	**Planning Applications**	

PL/2026/00291/TPO	Carrolls Equestrian Eaves Green Lane Meriden Solihull	Crown reduce ash tree T1 by 3m to allow more light into proposed development.	Comments
PL/2026/00283/PPFL	Land at Kinwalsey Lane Meriden Solihull CV7 7HT	Conversion of existing barn and stables into a 2-bedroom bungalow with side extensions covering a similar floor area.	Comments
PL/2026/00406/PPFL	Sewage Treatment Works Hampton Lane Meriden	Installation of 1 No. MCC kiosk within the existing site of Meriden STW.	Comments

227/2526.2	PL/2026/00291/TPO (Carrolls Equestrian) – the Parish Council commented that if works were approved, a tree surgeon must undertake the works and avoid bird nesting season.	Clerk to inform SMBC
227/2526.3	PL/2026/00283/PPFL (Land at Kinwalsey Lane) – it was noted that the area was green belt. Should SMBC permit development, the bungalow must be in keeping with the character of the area and the same footprint as the existing building. Trees and hedges on the site should be protected, and a query was raised as to whether energy efficiency improvements would be made.	Clerk to inform SMBC
227/2526.4	PL/2026/00406/PPFL (Sewage Treatment Works) – the Parish Council commented that the kiosk should blend in with the green environment as much as possible and recommended it was painted green.	Clerk to inform SMBC
228/2526 228/2526.1	**Sports Park Tripartite Termination Agreement** The Parish Council approved the content of the tripartite funding termination agreement for the Sports Park, prepared by Meriden Sports and Recreation Trust. Cllr Whitehead and Cllr Murphy were approved as signatories for Meriden Parish Council. **Proposed: Cllr Whitehead, Seconded: Cllr Ritchie**	Cllrs to action

229/2526 229/2526.1	**Sports Park Bilateral Funding** The Parish Council approved the content of the bilateral funding agreement for the sports park, prepared by Meriden Sports and Recreation Trust. The Parish Council confirmed they would pay the fee of £1,560.00 stated in the funding agreement towards the cost of utilities for Meriden Parish Council's use of the Pavilion. Cllr Whitehead and Cllr Murphy were approved as signatories for Meriden Parish Council. **Proposed: Cllr Whitehead, Seconded: Cllr Eggar**	Cllrs to action
230/2526 230/2526.1 230/2526.2	**2026-2027 Sports Park Grant Request** The budget for the sports park grant for 2026-2027, from Meriden Sports and Recreation Trust, was approved at a fee of £96,036.00 for operational expenditure, including a contingency of £4,000.00. **All in favour** Clerk to complete a breakdown of the anticipated figures of the amount of grant required in Q1, Q2, Q3 and Q4.	Clerk to action
231/2526 231/2526.1	**2026-2027 Payroll** The Parish Council approved continuation of DM Payroll Services at a fee of £240.00 plus VAT for the period 1 April 2026 – 31 March 2027. **Proposed: Cllr Whitehead, Seconded: Cllr Eggar**	Clerk to action
232/2526 232/2526.1	**Meriden Sports Park Insurance** Two insurance companies had confirmed they were unable to issue a quotation for the sports park as the Parish Council had a policy with Clear Councils insurance and must use their existing insurer. Clear Councils had provided the following quotations: 3 year agreement £3,140.14 1 year agreement £3,277.14 The Clerk advised the Parish Council was currently part way through a three-year agreement. A three year agreement was selected for the sports park, along with a request for the insurer to change the dates on the policy so the two policies start and finish at the same date. **All in favour**	Clerk to action
233/2526 233/2526.1	**ICO Data Protection Training** Councillors had received the links to access free data protection training offered by the Information Commissioner's Office. Cllr Ritchie had completed the training.	Cllrs to action
234/2526 234/2526.1	**Edge IT Finance Package** The Parish Council approved the fee of £352.00 plus VAT from Edge IT to change the finance system from receipts and payments to income and expenditure. **All in favour**	Clerk to action
235/2526 235/2526.1	**Monthly Finance Report** The bank reconciliation to 28 February 2026 was received and approved by Full Council. **All in favour**	
236/2526 236/2526.1	**Finance** The following payments were presented:	

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Main Account	Net	VAT	Total	Payment Method
Edge IT – support package	£300.00	£60.00	£360.00	Bank transfer
I CARE Community Meals – warm hub 26/01/26 to 22/02/26	£409.50	£81.90	£491.40	Bank transfer
Parkway maintenance January 2026 ground maintenance	£1068.75	£213.75	£1282.50	Bank transfer
Parkway maintenance February 2026 ground maintenance	£1068.75	£213.75	£1282.50	Bank transfer
Parkway maintenance March 2026 ground maintenance	£1023.75	£204.75	£1228.50	Bank transfer
Lloyds credit card March 2026 – Warm Hub supplies, GiffGaff and monthly £3.00 fee	£32.22	£0.00	£32.22	Direct Debit
Clerk – salary underpayment 2025-2026	£0.60	£0.00	£0.60	Bank transfer
Clerk – Q4 mileage expenses	£16.20	£0.00	£16.20	Bank transfer
SLCC Enterprises – audit course	£140.00	£28.00	£168.00	Bank transfer
SLCC Enterprises – training course	£38.50	£7.70	£46.20	Bank transfer
Meriden Mag	£200.00	£0.00	£200.00	Bank transfer
Cllr Whitehead Q4 Member's Allowance	£375.00	£0.00	£375.00	Bank transfer
Cllr Eggar Q4 Member's Allowance	£125.00	£0.00	£125.00	Bank transfer
Cllr Eburne-Brereton Q4 Member's Allowance	£125.00	£0.00	£125.00	Bank transfer
Meriden Sports and Recreation Trust	£1750.00	£0.00	£1750.00	Bank transfer

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

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

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

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

Unity Trust Bank current account fee	£7.00

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

Proposed: Cllr Whitehead, Seconded: Cllr Eggar

237/2526 237/2526.1	**Clerk's Report** A water tap at the Leys Lane allotment had been switched on and left running for a considerable time. Clerk to investigate tamper proof taps.	Clerk to action
237/2526.2	Parking by residents/visitors of Mons Avenue was taking place frequently in the private allotment spaces. Clerk to write to tenants of Mons Avenue.	Clerk to action
237/2526.3	The Clerk will be on annual leave from 23 March 2026 to 27 March 2026; phone calls will be diverted to the Chair of the Council.	Clerk to action
237/2526.4	The Clerk had provided NRS with various literature advertising the donations from the quarry companies to the Council; NRS confirmed they will issue a £2,000.00 for Bloom for 2025-2026.	
237/2526.5	The Bulkington band queried whether the Council wished to book the band for the Christmas light switch-on ceremony. Clerk to liaise with the Churches to ascertain if a joint Carols on The Green and switch-on ceremony was possible.	Clerk to action
237/2526.6	The notice of a Councillor vacancy was issued, the 14 day period in which an election can be requested by 10 electors ends on 2 April 2026.	
237/2526.7	Warm hub on 24 March 2026 will be cancelled due to a lack of volunteers.	
237/2526.8	The following events have been scheduled: • Parish Assembly Tuesday 14 April 2026, 7pm, at Meriden village hall • Cyclist Memorial event on Sunday 17 May 2026; Cllr Whitehead will lay a wreath • Quarry liaison meeting Monday 13 April 2026, 2pm.	
238/2526 238/2526.1	**Next Meeting** The next Full Council meeting was scheduled for Monday 20 April 2026 at 7:30pm in the Sports Pavilion. Cllr Murphy sent apologies for the next meeting.	

Meeting closed at 8.49pm

Signed: Cllr Whitehead
Dated: 20 April 2026