Meriden Parish Council

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

**Minutes of the Meriden Sports Park Committee held at 6.45pm on Monday 11 March 2026 at The Pavilion, Meriden Sports Park.**
**Councillors Present:** Cllr Marshall, Cllr Whitehead and Cllr McGrath
**Clerk:** J. McDougall
**Apologies:** Cllr Ritchie
**Public Attendees:** None

| Min No. | Item | Action |
|---|---|---|
| **19/2526**<br>19/2526.1 | **Election of a Chair**<br>Cllr Marshall was elected as Chair of the Meriden Sports Park committee.<br><br>**Proposed: Cllr Whitehead, Seconded: Cllr McGrath** | |
| **20/2526**<br>20/2526.1 | **Election of a Vice Chair**<br>Cllr Whitehead was elected as Vice Chair of the Meriden Sports Park committee.<br><br>**Proposed: Cllr Marshall, Seconded: Cllr McGrath** | |
| **21/2526**<br>21/2526.1 | **Members of the Meriden Sports Park Committee**<br>Committee members were confirmed as Cllr Marshall, Cllr Whitehead, Cllr Ritchie and Cllr McGrath.<br><br>**Proposed: Cllr Whitehead, Seconded: Cllr Marshall** | |
| **22/2526**<br>22/2526.1 | **Apologies and Substitutions**<br>Cllr Ritchie sent apologies. | |
| **23/2526**<br>23/2526.1 | **Declarations of Personal or Prejudicial Interest**<br>None. | |
| **24/2526**<br>24/2526.1 | **Public Participation**<br>No members of the public in attendance. | |
| **25/2526**<br>25/2526.1 | **Minutes**<br>The minutes from the Meriden Sports Park committee meeting held on 2 March 2026 were approved as a true and accurate record.<br><br>**Proposed: Cllr Marshall, Seconded: Cllr Whitehead** | |
| **26/2526**<br>26/2526.1 | **Hire Rates**<br>Cllr Marshall had obtained adult football hire rates from other football providers. Fees ranged from £45.00 to £65.00 for community park games, and £71.60 to £90.00 with changing facilities.<br><br>The Committee recommended adult football fees of £45.00 per game or £80.00 per game including the use of toilets and changing rooms. Season hire fees to be determined by the Parish Council, if required. | |

**Signed:** Cllr Marshall **Date:** 8 June 2026

Meriden Parish Council

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

| | | |
|---|---|---|
| | **All in favour** | |
| 26/2526.2 | Cllr Whitehead to research whether the sports field could be hired by a walking football team. | Cllr Whitehead to action |
| 26/2526.3 | Clerk to produce a rota detailing current hire days and times. | Clerk to action |
| **27/2526** | **Contracts** | |
| 27/2526.1 | Hire contracts had been issued to the Altogether Community Café and the Community Craft group. Supplier contracts had also been signed with Fortress Recycling, Hygiene Solutions, Reactive, DB Cleaning Solutions and G. Collins. | |
| 27/2526.2 | A casual hire agreement had been created by Cllr Whitehead. | |
| **28/2526** | **Risk Assessments** | |
| 28/2526.1 | A risk assessment for the children's play area had been created by Cllr Marshall and approved. | |
| | **All in favour** | |
| 28/2526.2 | Cllr Ritchie to complete a risk assessment for the exercise equipment by 31 May 2026. | Cllr Ritchie to action |
| **29/2526** | **Revenue Opportunities** | |
| 29/2526.1 | Potential hire opportunities were suggested as:<br>Walking football<br>Dad's groups<br>Tennis clubs<br>Walking rugby and touch rugby<br>Netball<br>Chess clubs<br>Theatre groups<br>Speed awareness courses<br>Motorcycle meets<br>Book clubs. | |
| 29/2526.2 | Cllr Whitehead would explore local groups that may wish to hire the Premises. An article in a future edition of the Meriden Mag would detail the range of facilities at the sports park and hire rates. | MSP Committee to action |
| 29/2526.3 | Cllr Whitehead had researched providers that may offer grants. WALC have a community grant database that can be accessed by the Parish Council. | |
| 29/2526.4 | Discussion took place on individual football coaching or personal training that occurs within the sports ground. Signage was suggested advising people who | |

**Signed:** Cllr Marshall **Date:** 8 June 2026

Meriden Parish Council

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

| | | |
|---|---|---|
| | wish to run their business from the Premises that they must approach the Parish Council to discuss hire rates. | |
| **30/2526**<br>30/2526.1 | **Key Holders and On Call Register**<br>The Committee determined members that required keys to the Premises were Cllr Whitehead and Cllr Marshall. Cllr Whitehead and Cllr Marshall to attend out of hours events to open and close the Premises; other Cllrs to assist if Cllr Whitehead and Cllr Marshall were unavailable.<br><br>**All in favour** | Cllr Whitehead and Cllr Marshall to action |
| **31/2526**<br>31/2526.1 | **Contract Relationship Management**<br>Quarterly meetings with contractors to monitor progress and performance against agreed work schedules would be held. It was suggested Teams meetings may be possible with some contractors. | MSP Committee to action |
| **32/2526**<br>32/2526.1 | **BT Phone Line/Broadband**<br>An exit fee of £2,215.93 for the Sports Park Company to terminate the 5 year broadband/phone line contract early was discussed. BT Local Business had offered MPC a reduced fee of £62.95 for 5 years to waive the exit fee for the Sports Park Company. The Clerk had request the Sports Park Company obtain a copy of the agreement signed and review the penalty clause. It was resolved the Sports Park Company should challenge the termination fee from BT Local Business and if successful the Clerk will arrange a more competitive contract directly with BT Business for two years.<br><br>**All in favour** | Clerk to progress |
| **33/2526**<br>33/2526.1<br><br>33/2526.2 | **Correspondence**<br>A resident had reported rats near the hedgerows of the park; the Clerk had informed the pest control contractor who was monitoring the area.<br><br>A request for additional disabled parking bays was received. After a lengthy discussion on parent and child bays, white lining and the required percentage of blue badge bays, it was resolved not to add additional bays as approximately 10% of the parking was available to blue badge holders. | |
| **34/2526**<br>34/2526.1 | **Chair and Councillor Reports**<br>The Chair of the Committee had witnessed antisocial behaviour in the car park with vehicles revving engines loudly following a car meet at the Heart of England Conference and Event Centre. Clerk to contact the Conference Centre to request members are advised not to take part in such behaviour in Meriden Sports Park. | Clerk to action |

**Signed:** Cllr Marshall **Date:** 8 June 2026

Meriden Parish Council

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

| | | |
|---|---|---|
| 34/2526.2 | It was reported that a van was frequently parked at the park emergency access point off Hampton Lane; the MSP Committee will monitor the situation. | MSP Committee to action |
| **35/2526**<br>35/2526.1 | **Clerk's Report**<br>The Clerk had invited members of the Sports Park Company to join the Sports Park Committee but Directors had declined. | |
| **36/2526**<br>36/2526.1 | **Date and Time of the Next Meriden Sports Park Committee Meeting**<br>The next MSP Committee meeting was scheduled for Monday 8 June 2026, 6.45pm, at the Sports Pavilion. | |

**Signed:** Cllr Marshall **Date:** 8 June 2026