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 8 June 2026 at the Sports Pavilion, Meriden Sports Park.**
**Councillors Present:** Cllr Marshall (Chair), Cllr Whitehead, Cllr Ritchie and Cllr McGrath
**Clerk:** J. McDougall
**Apologies:** None
**Public Attendees:** None

| Min No. | Item | Action |
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| **01/2627**<br>01/2627.1 | **Apologies and Substitutions**<br>None. | |
| **02/2627**<br>02/2627.1 | **Declarations of Personal or Prejudicial Interest**<br>None. | |
| **03/2627**<br>03/2627.1 | **Public Participation**<br>No members of the public in attendance. | |
| **04/2627**<br>04/2627.1 | **Minutes**<br>The minutes from the Meriden Sports Park committee meeting held on 11 May 2026 were approved as a true and accurate record and signed by Cllr Marshall.<br><br>**Proposed: Cllr McGrath, Seconded: Cllr Whitehead** | |
| **05/2627**<br>05/2627.1<br><br><br><br><br><br>05/2627.2 | **Box Hedge Blight**<br>The Committee received information on a box blight infection on the small box hedge pruned to state 'Meriden Sports Park'. Advice from two contractors was to remove the hedging as if treated or severely cut back the box blight was likely to return. Discussion took place on whether to remove the hedging and replace with alternative hedging, metal signage, wildflower planting or lavender planting.<br><br>It was resolved to remove the hedging and plant lavender. The Clerk to discuss with SMBC as the hedging was on SMBC land. Costs would be discussed with the Parish Council.<br><br>**All in Favour** | Clerk to action |
| **06/2627**<br>06/2627.1<br><br><br><br>06/2627.2 | **Play Area Repairs**<br>The Committee received the annual safety inspection report detailing the repairs required and the cost of repairs from Wicksteed. Meriden Sports and Recreation Trust that funds the Sports Park had requested a second quotation for comparison; the Clerk will seek a second quotation.<br><br>Lack of signage was also raised for the play area and exercise equipment and this matter will be discussed at the next MSP committee meeting. | Clerk to action<br><br>Clerk to place on the next committee agenda |

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| **07/2627**<br>07/2627.1 | **Insurance**<br>The Committee received the cost for insurance for the Sports Park for the period 14 June 2026 to 13 June 2027 at a fee of £1,657.71.<br><br>**All in Favour** | |
| **08/2627**<br>08/2627.1 | **Risk Assessments**<br>Cllr Ritchie will forward a risk assessment for the exercise equipment to the Clerk for approval at the next Meriden Sports Park committee meeting. | Cllr Ritchie to action |
| **09/2627**<br>09/2627.1<br><br>09/2627.2 | **BT Phone Line/Broadband Contract**<br>Meriden Sports Park Company had paid the broadband and telephone line account to 30 June 2026 and had contacted BT Local Business to discuss the termination fee of £2,215.93.<br><br>The Committee was not in favour of signing up to a 5 year contract with BT Local Business at a higher fee than available directly from BT Business to avoid a termination fee by the Sports Park Company. The Clerk advised Meriden Sports and Recreation Trust, that funds the sports park and Sports Pavilion, would prefer the most cost effective solution which would be for the Parish Council to enter into an agreement with BT Local Business if they waive the Sports Park Company's termination fee. The Clerk will continue the discussion with the Sports Park Company to ascertain if they have been able to cancel the termination fee. | Clerk to progress |
| **10/2627**<br>10/2627.1 | **Water Usage**<br>A small water leak in the male toilet was repaired. The Clerk had requested Reactive assess whether the male urinal flushing system was working correctly. Regular meter readings were being taken by the Clerk to establish whether the water usage reduces. | Clerk to progress |
| **11/2627**<br>11/2627.1<br><br>11/2627.2 | **Sports Pavilion and Sports Park Lettings Report**<br>Football hire has ceased for the summer and should resume in September 2026. Two cricket clubs were currently hiring the sports ground on Saturdays until the end of August 2026. All sports hire from 1 April 2026 until 31 August 2026 had been invoiced at a fee of £1,650.00. The All Together community café and the community craft club continue to hire the Sports Pavilion and will make six monthly donations to the Parish Council for use of the Premises.<br><br>Following a request from Ward Cllr Price to hire the Pavilion for resident's surgeries, it was resolved to hire the Sports Pavilion at the fee of £15.00 per hour if the fee could be expensed to SMBC. If SMBC would not fund the use by Ward Councillors, the Committee recommended free use of the Pavilion for up to two hours a month, to be reviewed in September 2026 to ascertain if residents were attending the sessions. The Committee also recommended two | Clerk to action |

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| | Ward Cllrs were always present for safety reasons and all three Ward Councillors should be involved in holding the surgeries.<br><br>**All in Favour** | |
| **12/2627**<br>12/2627.1 | **Exclusive Use of the Sports Park**<br>The primary school had requested exclusive use of the Sports Park on Wednesday 8 July 2026 between 8.30am and 3.30pm. Meriden Sports and Recreation Trust had confirmed exclusive use by the school would not breach the terms of the funding agreement. The Committee discussed fees and recommended the hire fee of £15.00 per hour was charged, but if the school had insufficient funds a donation could be made.<br><br>**All in favour** | Clerk to progress |
| **13/2627**<br>13/2627.1 | **Quotations for Repairs**<br>The Committee received information and a quotation on the following repairs required in the Sports Pavilion:<br>• Repairs to emergency lights<br>• Repairs to a commercial fan<br>• Repairs to the boiler system<br>The Clerk would obtain further quotations. | Clerk to action |
| **14/2627**<br>14/2627.1 | **Correspondence**<br>An area of rope on a piece of play equipment had worn away exposing the metal beneath. The Clerk had engaged a contractor to make a temporary repair and had advised Wicksteed to add the repair to the quotation for repair works. The Clerk would purchase appropriate tape that could be used for emergencies. | Clerk to action |
| **15/2627**<br>15/2627.1 | **Chair and Councillor Reports**<br>The Chair discussed unauthorised sports park incursions and upgrading the sports park fencing. The Clerk would contact the Head of Public Realm at SMBC to ask for advice. | Clerk to action |
| **16/2627**<br>16/2627.1<br><br>16/2627.2 | **Clerk's Report**<br>The Clerk had provided financial information to Meriden Sports and Recreation Trust which included a projected 12 month detailed breakdown of income and expenditure, and actual income and expenditure to date.<br><br>A meeting with Meriden Sports and Recreation Trust was scheduled for Monday 13 July 2026 at 7pm. | |
| **17/2627**<br>17/2627.1 | **Date and Time of the Next Meriden Sports Park Committee Meeting**<br>The next MSP Committee meeting was scheduled for Monday 27 July 2026, 6.45pm, at the Sports Pavilion. | |

**Signed:** Cllr Marshall **Date:** 27 July 2026