

Finham Parish Council

Clerk to the Council:

Correspondence address: Belby, Common Lane, Corley CV7 8AQ

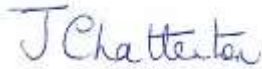
Phone 07877 559825

Email: clerk.finhampc@outlook.com Website: www.finhamparishcouncil.btck.co.uk

15th September 2016

Dear Councillor

You are hereby summoned to attend the meeting of Finham Parish Council being held on 22nd September 2016 at 7pm, in the Library of Finham Park School, Green Lane, Coventry. If you are unable to attend, please forward your apologies to the Clerk.



Jane Chatterton
Clerk & RFO to the Parish Council

Members of the public and press are welcome to attend

AGENDA

1. Apologies: To receive apologies and approve reasons for absence

2. Declarations of Interest:

- 2.1. Councillors are reminded of the need to maintain their register of interests
- 2.2. To declare any interests in items on the agenda and their nature
- 2.3. To consider any dispensations

3. Minutes of previous meeting:

To approve minutes of the Parish Council Meeting held on 18th August 2016.

4. Public participation: To adjourn to allow public participation.

Members of the public may not take part in the Parish Council meeting and the Parish Council cannot pass a resolution on matters raised during public participation that are not on the agenda. Residents are invited to give their views and raise questions to the Parish Council. Please keep to two minutes or less to make your point. If you wish items to be on the agenda you may raise them with a Councillor or the Clerk at least a week before each meeting, or for the next agenda during Public Participation.

5. Finham Library

Discuss plans by Coventry City Council in relation to the five libraries that have been earmarked for closure.

6. Planning:

HH/2016/2114 - 9 Stonehaven Drive Coventry CV3 6EX Single Storey Rear Extension

7. Training

Clerk has completed her ILCA training and now seeks approval to continue with her CILCA qualification. If a Parish Council has a CILCA qualified Clerk and 2/3 of the Councillors were elected this gives the Council GPC.

7.1 Registration with WALC for CILCA course £100.00 for members (cash back of £60 refunded when candidate registers for the qualification with SLCC.)

7.2 Registration with SLCC for CILCA qualification £250

Recommendation: That the Council support the Clerk in becoming CILCA qualified.

7.3 Planning Briefing

This course will cover all key things to do with the planning process that Parish Councils need to know about.

- legislation and policy
- core strategies (including the 5 year housing land supply)
- responses to planning applications
- neighbourhood plans and the Community Infrastructure Levy.

Planning issues are a regular concern for Parish Councils and this course will be invaluable in learning how the system works.

£45 (send 2 and one is free)

(i) Saturday 5th November 2016, Bearley Village Hall, CV37 0SR 10am to 4pm

(ii) Friday 2nd December 2016, Mancetter Memorial Hall, Atherstone CV9 1QN 10am to 4pm

Recommendation: Clerk book interested Councillors on a planning course.

8. Books

Arnold-Baker on Local Council Administration a long established guide to the specialist field of local government law. Amongst local councillors it is often called the "The Bible". Includes appendices of relevant statues, statutory instruments and an extension list of useful contacts.

Recommendation: Approve the purchase of the reference book at a cost of £73.60 (plus £3 delivery) reduced SLCC member price.

9. Finance

9.1 to approve payments: -

Cheque Payments (Current Account)				
Date	Reference	Payee	Details	Value
22.09.16		J Chatterton	Clerks Salary	
22.09.16		HMRC	Tax Payment clerk	
22.09.16		J Chatterton	Office allowance, mileage and expenses	£75.43
22.09.16		J Chatterton	Expenses for Parish Meeting	£158.28
22.09.16		CPRE	Membership	£36.00
22.09.16		SLCC	Purchase of book	£76.60

10. Councillor's reports and items for future Agenda:

Councillors are requested to use this opportunity to report minor matters of information (this is for matters which come up after the agenda is published) or action, not included elsewhere on the Agenda, and to raise items for future Agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

Task groups

10.1 Highways (Councillor Aitken)

11. Noticeboards

Receive a report on progress with siting of 2 noticeboards. (report to follow)

12. Parish Meeting

13. Confidential items

Finham Parish Council

Minutes of the Council Meeting held at 7.00pm,
18th August 2016, at Finham Park School, Green Lane Finham

Present:

Councillor Robert Aitken	Councillor Angela Fryer
Councillor Peter Burns (Chair)	Councillor Bob Fryer
Councillor Ann Bush	Councillor Colin Salt
Councillor Anthony Dalton (Vice Chair)	Councillor Tony Swann
Councillor Paul Davies	Councillor Katherine Taylor

In Attendance:

Councillor Tim Sawdon Coventry City Council
Jane Chatterton Clerk & RFO

Peter Barnett, Head of Libraries, Coventry City Council

Residents: 3

63. Apologies

Apologies for absence were received from Councillors Gary Crookes and John Blundell.

64. Declarations of Interest:

Declarations of interest were received from Councillor Taylor in relation to discussions about Finham Library.

65. Minutes of previous meetings:

Minutes of the meeting held on 21st July 2016

Resolved: The minutes of the meeting held on 21st July 2016 were agreed and signed by the Chairman.

66. Public Participation

The Chairman suspended the standing orders.

Library

Mr Bannister spoke in relation to the proposed closure of Finham Library. He asked the Parish Council if they had any plans or ideas in relation to maintaining the library.

The Chairman reported that Councillors Swann, Mrs Fryer, Aitken and Taylor had attended a workshop on 22nd July and information had been circulated and minutes had also been received.

Pavements

Mr Subhash Patel spoke in relation to the state of the pavements throughout the Parish. It was noted that Councillor Aitken had been corresponding with Mr Patel about the state of the pavements in Hadleigh Road. Mr Patel had contacted Coventry City Council himself about the issue after Cllr Aitken had explained the council policy to him. Mr Patel would keep Cllr Aitken updated.

The Chairman reinstated the standing orders.

Councillor Taylor left the meeting.

67. Finham Library

The points raised previously were discussed further.

Councillor Aitken reported that he had met with John Crossling from WALC who had experience of setting up community libraries within Warwickshire. More information could be obtained and potential visits made to the community libraries.

It was noted that models could be looked at in relation to book rotation if required.

Peter Barnet, Head of Libraries reported that the situation was very difficult and many services had been earmarked for funding cuts including the youth service, children's centres and libraries. It was acknowledged that this was a very difficult time with the City Council prioritising expenditure within the City.

He clarified that it was preferable that the library didn't close and it was hoped that a way forward would be to have a community led library. There were good examples that could be viewed. The start would be to find out if a community led library could be achieved and then to look at the logistics and finer details such as book rotation, updating and replenishing books.

The process was that this went to Political Cabinet on 30th August 2016 to start the consultation process which would run between 12th September and 12th December 2016.

Councillor Taylor returned to the meeting.

68. Planning:

FUL/2016/1835 - Erection of new dwelling adjoining 389 Green Lane and single storey rear extension

Resolved: That the Clerk feed back comments to the Planning Department in relation to concerns raised.

HH/2016/1860 - 73 St Martins Road Construction of a Car Port

PA/2016/2010 - 51 Anchorway Road Coventry prior approval for a rear extension

HH/2016/2018 - 137 Anchorway Road Single Storey Rear Extension

Resolved: No comment.

69. Finance

69.1 to approve payments: -

Cheque Payments (Current Account)				
Date	Reference	Payee	Details	Value
18.08.16	000035	J Chatterton	Clerks Salary	
18.08.16	000036	HMRC	Tax Payment clerk	
18.08.16	000037	J Chatterton	Office allowance, mileage and expenses	£85.78
18.08.16	000038	WALC	WALC Membership	£834.00
				£1,419.74

69.2 Feedback on the Transparency Fund Application

It was noted that funding had been received for the sum of £603.32 this was for the purchase of software and monthly upkeep of the website.

Resolved: that agreement for the Clerk to claim the ring-fenced sum for monthly upkeep (1st April 2016 until March 2017 £360) and purchase the update software licence when required.

70. Library Closures

Further discussion took place on points raised during the public session. It was agreed that this would be a standard agenda item. Peter Barnett to provide further information in relation to analysis of usage.

Resolved:

- (i) Library closures to be a standard agenda item.
- (ii) Clerk to email Peter Barnett to request information in relation to the running cost of the library, usage (books/visits/internet), opening times, group bookings etc.

71. Parish Meeting

Discussion took place to finalise arrangements for Parish Meeting being held on 14th September 2016.

Resolved:

- (i) Clerk to arrange for flyers to be printed in A4. Councillors to distribute once printed.
- (ii) Agreed to provide refreshments, clerk to liaise with school for permission to serve hot drinks.
- (iii) Clerk to produce an outline agenda for the evening and email invitees.

72. Councillor's reports and items for future Agenda:

Councillors are requested to use this opportunity to report minor matters of information (this is for matters which come up after the agenda is published) or action, not included elsewhere on the Agenda, and to raise items for future Agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

72.1 Police – Councillor Swann

Councillor Swann reported that he had contacted Sergeant Johanna Comer to arrange a meeting. Feedback was also provided on a burglary which had occurred on 11th August. Unfortunately Sergeant Comer was unable to attend the Parish Meeting.

72.2 NHP – Councillor Davis

Councillor Davies reported on his work in relation to the NHP. Decision needed to be reached as to whether a NHP was wanted or needed. It was acknowledged that to develop a plan that was successful that included the needs and vision of Finham then residents, community organisations, businesses, landowners etc needed to be consulted.

The next step would be for the Parish Council to think about what the framework would be and the best way to find out what was required. There was also 2 hours free advice available from WALC available.

Councillor Davies would provide a document that could be used at the Parish Meeting to gather responses.

72.3 Kings Hill - Councillor Fryer

Cllr Fryer provided feedback following a recent meeting attended by FPC Councillors on Kings Hill. The group meetings were positive and many expressed an opinion that they were opposed to development on the site. The planning application included Coventry City Council and Warwick District Council both of which held consultation meetings.

Councillors would continue to attend the meeting with Coventry and try where possible to attend those at WDC. It was noted that residents could also attend and should be encouraged to do so.

Resolved: That Councillors continue to attend meetings on Kings Hill in their capacity as Parish Councillors.

72.4 CPRE

Cllr Salt updated on correspondence with Campaign to Protect Rural England (CPRE) in relation to WDC local plan and Kings Hill. The group have expertise on planning regulations which could prove beneficial to FPC.

Recommendation: After a majority vote it was agreed to join CPRE at a cost of £36 per year.

73. Confidential items

DPI Forms

At the Code of Conduct training the Monitoring Officer notified the Clerk that the incorrect DPI forms had been completed.

Resolved:

- (i) New forms were completed and signed.
- (ii) The Clerk would forward the new DPI forms to the Monitoring Officer.

Finham Library Service

Finham Library, Finham Green Road, Coventry CV3 6EP

Located in a purpose-built library building built over 50 years ago and is 137 sq. m

Property Specific Information

1. Finham Library is freehold owned by Coventry City Council
2. There are no covenants on the building or land
3. The building is available for asset transfer in keeping with Coventry City Councils agreed existing asset transfer procedure
4. Negotiations are possible regarding the length of lease. Coventry City Council believes that the lease for the building the service level agreement for the service should be the same.
5. Running costs for the building are currently £11,969 (2014/15 costs), including:
Business rates: £2,543
Cleaning: £1,916
Repairs/Maintenance (Reactive): £3,292
Repairs/Maintenance (Planned): £1,113
Grounds maintenance: £119
Electricity: £2,145
Gas: £0
Water: £213
Security: £289
Waste: £339
6. Staff computers, 4 Public Computers, printer, photocopier, phones, Fax Machine and scanner. Wi-Fi access

**Finham Library Service Specific Information
Performance 2015 - 2016**

Visitors 48,357
Issues 42,289
Members 1,854
Computer sessions 1,879
Computer hours 1,489

Library Stock – 31st March 2016 14,958 items including:

Adult Fiction	4,950
Adult Non-Fiction	2,187
Children Fiction	4,054
Children Non-Fiction	944
Large Print	758
Teenage	609
DVD's	415
Talking Books	322

Current Opening hours = 43 hours a week

Monday	1.00pm to 7.00pm
Tuesday	9.00am to 7.00pm
Wednesday	Closed
Thursday	9.00am to 7.00pm
Friday	9.00am to 7.00pm
Saturday	9.00am to 4.00pm
Sunday	Closed

Library events and activities in Library

Finham Library welcome organisations to hold events in the library throughout the year e.g. a talk by Age UK in 2015/2016 589 events took place in Finham Library.

Regular events:

- Play Reading Group
- Readers Group
- Two additional Readers Group collect books from the Library but meet elsewhere
- Craft Group
- Family History Sessions
- Homework Club
- IT Help Sessions
- Knit and Natter Group
- Rhymetime
- Stay and Play
- Places of Welcome

Library Income 2015 2016 £4,752

Staffing at Finham Library

August 2016 = 109.25 hours/2.42 FTE

Salaries = £63,000 (2016/17 base budget)

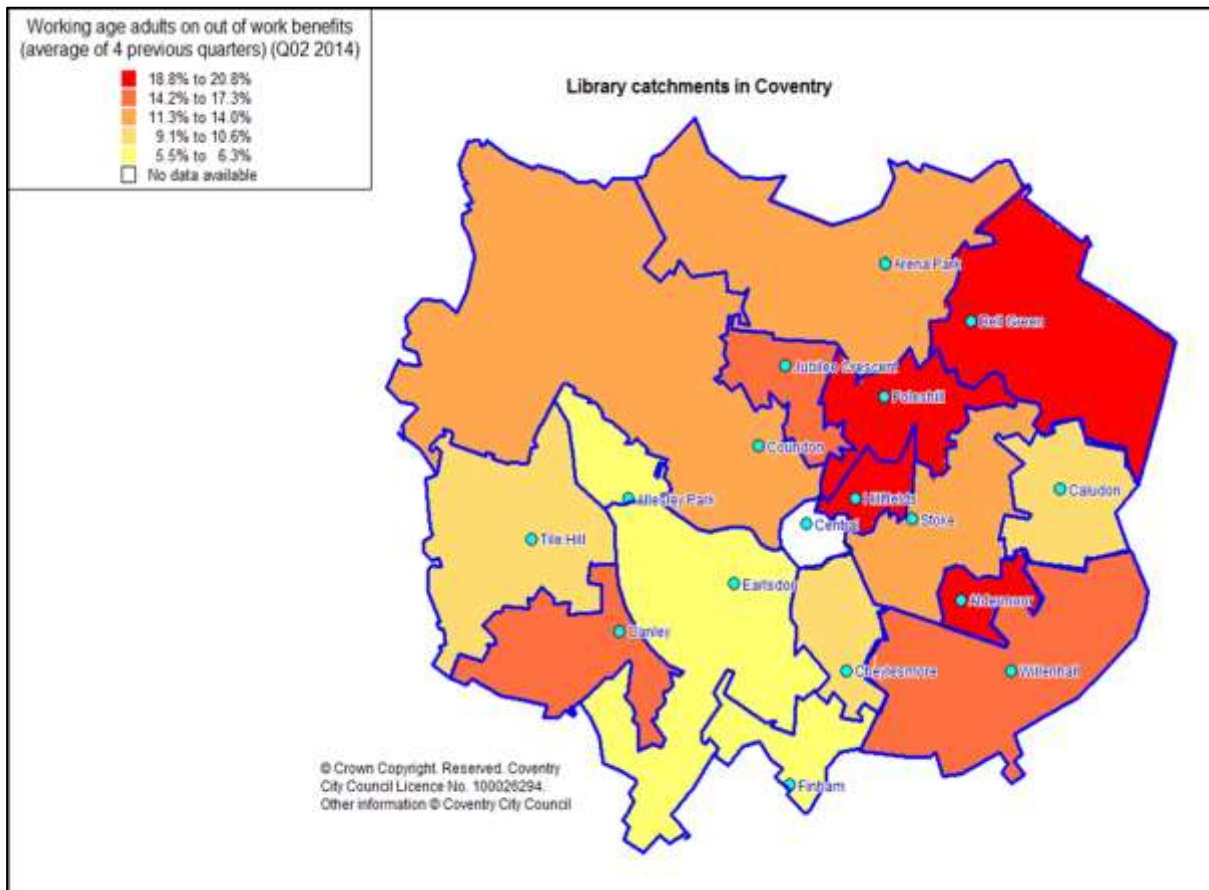
Local population need and deprivation

Rankings for libraries according to priority needs (according to the Index of Multiple Deprivation 2010 Population weighted average score for catchment areas (1 is highest):

1	Hillfields	2	Aldermoor	3	Foleshill	4	Bell Green
5	Willenhall	6	Canley	7	Jubilee Crescent	8	Arena Park
9	Stoke	10	Coundon	11	Caludon	12	Tile Hill
13	Cheylesmore	14	Allesley Park	15	Earlsdon	16	Finham

Note: Central library not included in above deprivation measures.

Distribution of Libraries in the city August 2016



This is based on 2016/17 base budget, but excludes any resource removed as part of Connecting Communities Phase 1.

Funding is made up of income and council budget. Income is largely made up of fees and charges or grant income.

We do not itemise the financial information at an individual location level, so some of the expenditure split is based on apportionment across locations.

Property budgets are based on actual expenditure incurred in previous years and may reflect levels of maintenance in a particular year, energy costs etc. These figures will not necessarily be an accurate representation of property costs in future years.

The expenditure excludes Coventry City Council overheads (e.g. Finance, HR, legal, ICT support).