



**Clerk to the Council:**

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10<sup>th</sup> May 2023

Dear Councillor

You are hereby summoned to attend the meeting of the Parish Council to be held at **7:15pm, 17<sup>th</sup> May 2023**. The meeting will be held at **Finham Primary School, Green Lane, Finham**. If you are unable to attend, please forward your apologies to the Clerk.

*J Chatterton*

*Jane Chatterton CILCA PSLCC*

*Clerk & RFO to the Parish Council*

***Members of the public and press are welcome to attend***

#### **A G E N D A**

- 1. Apologies:** To receive apologies and approve reasons for absence
  - 1.1 Approve signing of Acceptance of Office outside the meeting for those not present
  - 1.2 **Councillor Vacancies**  
**Recommendation:** note and proceed with advertising for Co-option
- 2. Declarations of Interest:**
  - (a) Councillors are reminded of the need to keep their Register of Interests form up to date
  - (b) To declare any Disclosable Pecuniary Interests in agenda items and their nature
  - (c) To declare any Other Disclosable Interest in items on the agenda and their nature
  - (d) Written requests for the council to grant a dispensation (s33 of the Localism Act 2011) are to be lodged with the clerk in advance of the meeting
- 3. Chairman's Update**  
**Recommendation:** Receive an update from Councillor Paul Davies
- 4. Minutes of previous meetings:**  
**Recommendation:** To receive the minutes of the Parish Council Meetings held on 16<sup>th</sup> March 2023
- 5. Matters Arising not listed on the agenda**
- 6. To receive updates from Coventry City Councillors**
- 7. Planning**  
To Consider Planning Applications received since the last meeting
- 8. Correspondence**  
**Recommendation:** receive an update

## 9. Finance

### 9.1 to approve payments

#### 2022-23

DATE	REF	PAYEE	DETAIL	AMOUNT
14.03.23	E118	J Chatterton	Norton 360	£35.99
14.03.23	E119	J Chatterton	Stationery Paperstone	£60.96
27.03.23	E120	J Chatterton	Netnerd Reimbursement	£59.99
27.03.23	E121	NEST	Clerk's Pension	DPA

#### 2023-24

DATE	REF	PAYEE	DETAIL	AMOUNT
13.04.23	E1	WALC	Membership	£1,019.80*
13.04.23	E2	J Chatterton	Clerk Salary April	DPA
13.04.23	E3	HMRC	Tax & NI Clerk	£27.70
14.04.23	E4	J Chatterton	SLCC Partial	£100.00
14.04.23	E5	J Chatterton	Expenses April	£42.93
14.04.23	E6	SPS	Payroll Inv 10607	£19.41*
21.04.23	E7	Louise Best	Internal Audit	£120.00

\*INCLUDING VAT

## Income

#### 2023-24

DATE	REF	PAYEE	DETAIL	AMOUNT
25.04.23	R	CCC	Precept	£21,324.00
25.04.23	R	CCC	Grant	£3,114.00
21.04.23	R	HMRC	VAT 2021 22	£377.18

### 9.2 Bank Reconciliation 31<sup>st</sup> March 2023

**Recommendation:** receive and approve

### 9.3 Quarterly Report 31<sup>st</sup> March 2023

**Recommendation:** receive and approve

## 10. Audit Process

**Recommendation:** completion of AGAR 2023-24

## 11. Brentwood Avenue/Hadleigh Road traffic calming

**Recommendation:** discussion on financial contribution from the PC

## 12. Drone footage

**Recommendation:** discussion

## 13. Hoardings

**Recommendation:** discussion

## 14. Website

**Recommendation:** discussion

## 15. Defibrillators

**Recommendation:** discussion

## 16. Cycleway

**Recommendation:** Receive an update from Cllr Morshead

**17. Task groups & Working Parties**

To receive reports from Task Group and Working Party leads (reports to be sent to the Clerk for inclusion in the minutes)

- Highways – Councillor Morshead
- Kings Hill – Councillor Davies
- Police & Crime – Councillor Mrs Fryer
- NHP - Councillor Davies

**18. 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.

**19. Public participation:** To adjourn to allow public participation.

Members of the public are invited to attend the meeting and can contact the Clerk on [Clerk.finhampc@outlook.com](mailto:Clerk.finhampc@outlook.com) for the information. Any questions must be submitted prior to the meeting via email to the Clerk.

**20. Date for the next meeting**

Confirm the date for the next formal meeting as **Thursday 15<sup>th</sup> June 2023** at Finham Primary School