

Finham Parish Council

Minutes of the Council Meeting held at the rising of the Annual Meeting 7.00pm, 19 May 2016, at Finham Park School Green Lane Finham

Present:

Councillor Robert Aitken
Councillor Peter Burns (Chair)
Councillor Ann Bush
Councillor Anthony Dalton
Councillor Paul Davies

Councillor Angela Fryer
Councillor Bob Fryer
Councillor Colin Salt
Councillor Tony Swann
Councillor Katherine Taylor

In Attendance:

Carol Bradford, Lawyer, Coventry City Council
Sue Owen, Temporary Parish Clerk
Adrian West, Members and Elections Team Manager, Coventry City Council

17. Apologies

All Councillors were present

18. Declarations of Interest

None

19. Minutes of the Previous Meeting

None as this was the first ordinary meeting of the Council

20. Public Participation

The Chair suspended standing orders

Coventry City Councillor Tim Sawdon, spoke to say how thrilled he was that Finham now has a Parish Council – the first new one in Coventry for over 100 years. He was also pleased to note the interest shown by local residents that had led to contested elections to the Council and wished the new councillors well. Coventry City Councillor Gary Crookes supported these comments and offered any support that the Wainbody ward councillors could provide.

A member of the public raised the issue of publicity for the meeting and that more should be done to publicise meetings and encourage people to attend. It was noted that the date and papers had been published on the website which had had many views, as well as being lodged at the library and posted on their noticeboard.

Information had been provided to the local paper but this had not been run. Councillors discussed how information about meetings could be improved and in addition to the website, it was suggested that posters with dates should be displayed across the Parish and that local organisations such as schools and churches could be encouraged to promote the Council. It was recognised that as well as information about dates and venues, there needed to be messages about why people should come. It was suggested that once the Council had started to establish itself, an open parish meeting in September could help to encourage people to attend and get involved.

21. Training

Resolved: That the Chair and Vice Chair to attend WALC training for new chairs at a total cost of £30.

22. New Clerk

It was agreed that applications should be reviewed in private session at the end of the meeting and interviews arranged.

Resolved:

- 1) That Councillors Burns, Dalton and Angela Fryer to sit on the interview panel.
- 2) That the public and press be excluded for consideration of applications and interview process at the end of the meeting.

23. Planning

The Council was asked to consider its response to planning applications for:

HH/2016/1172	36 St Martin's Road
HH/2016/1068	82 Daleway Road
HH/2016/1044	176 Kenpas Highway
PA/2016/1161	54 Anchorway Road

Councillors recalled the discussion held earlier in the annual meeting that to enable the Parish Council to respond effectively to planning issues, it will need to agree a structured approach which it will develop over the coming weeks. Questions were raised relating to whether any right to light for neighbouring properties is affected by the application for 54 Anchorway Road and it was agreed that the Clerk should put this in writing to the Planning Authority.

Resolved: that the Clerk respond to the Planning Authority raising the question of impact on right to light of the application relating to 54 Anchorway Road.

24. Transparency Fund.

The National Association of Local Councils has negotiated a further round of funding from Central Government to support small councils in achieving and maintaining their ability to comply with the Transparency Code.

A successful application was made on behalf of Finham Parish Council and those that applied last year can apply again for ongoing support with maintaining the website.

Resolved: That the Council apply for ongoing support from the fund

25. Audit

An appointment letter has been received from Grant Thornton for the 2016-17 year. Councillors discussed the need to appoint external auditors and agreed that this should be done for one year and then reviewed.

Recommended: That the Council appoint Grant Thornton as external auditors for April 2016 – March 2017.

26. Councillors' reports and items for future agendas

Council thanked the City Council's Wainbody Ward Councillors for their support.

27. Date of Next Meeting

The next meeting of the Council will take place at 7.00 pm on Thursday 16 June in the Theatre at Finham Park School.

28. Confidential Session

Members of the public were excluded from the meeting for this item of business.

Councillors consulted the CV and letter from each applicant.

Agreed all applicants to be invited to interview.

The date of interview was confirmed as 26th May 2016 the time 7.00pm onwards

The following will be agreed by the interview panel.

Interview plan

Interview questions

Offer of position or invite to meet whole Council.

Councillors considered the hours spent by the Clerk since their election and assurances by the Clerk that the pressure of work should now reduce as the increased time was due to two meetings being organised and all DPIs and acceptance of office forms being completed and checked

Agreed the Clerk should send out Planning information weekly, complete the recruitment process for new clerk and continue normal clerk's work as necessary.

Signed
BY THE CHAIRMAN

16th June 2016