

Finham Parish Council

Minutes of the Council Meeting held at 7.00pm,
18th January 2018, at Finham Park School, Green Lane Finham

Present:

Councillor Robert Aitken
Councillor Peter Burns
Councillor Ann Bush
Councillor James Cobbett
Councillor Anthony Dalton

Councillor Paul Davies (Chairman)
Councillor Bob Fryer
Councillor Colin Salt
Councillor Katherine Taylor

In Attendance:

Jane Chatterton, Clerk & RFO

Coventry City Councillors: Councillors Tim Sawdon, Gary Crookes and John Blundell

Residents: 4

96. Apologies

Apologies for absence were received from Councillor Angela Fryer.

97. Declarations of Interest:

There were no declarations of interest.

98. Minutes of previous meetings

The Minutes of the Parish Council Meeting held on 16th November 2017.

RESOLVED THAT the minutes of the Parish Council Meeting held on the 16th November 2017 were agreed and signed by the Chairman.

99. Matters Arising not listed on the agenda**Benches**

Councillor Mrs Fryer had been working on establishing what, if any, planning permission would be required. There was the possibility that the benches could be supplied from the City Council.

ACTION: Agenda item February's meeting.

Defibrillators

The Clerk had contacted a local provider but they hadn't been able to attend. Further providers to be contacted.

ACTION: Agenda item February's meeting.

100. Finham Library FLAG update

An update was received from the Chairman of FLAG.

The Library would be increasing opening to 5 days per week. The team of volunteers were working well.

Fund raising activities had taken place before Christmas and had raised approximately £200. A “get together” event had taken place just after Christmas for volunteers and the CCC councillors had also attended. Further fund raising would be taking place in March.

FLAG were also still waiting on their charitable status and the transition fund monies from CCC.

The Chairman asked Councillor Aitken if he was aware of the Summer Reading Challenge 2018 and if so would the Finham Library be supporting this initiative as it had in the past. Councillor Aitken confirmed he was aware of it and that it would be supported again.

RESOLVED that the update on FLAG be noted.

101. Request to create a new Working Party

Councillor Cobbett reported that Finham Parish had an excellent community spirit and a diverse range of local clubs, groups and societies.

Councillor Cobbett proposed that Finham Parish Council considered creating a new working party to support a group of local residents who had previously tried to organise events for the parish. This year, the only way events such as the “pop up café” would occur was with the financial and organisational support of the parish council. This was the parish council’s opportunity to unite the two and make these a reality and a benefit to residents.

The working party would consist of councillors and residents.

RESOLVED THAT a new Working Party be created with Councillor Cobbett as lead.

102. Correspondence

102.1 Nominations for attendance at the Royal Garden Party 31st May 2018

A letter had been received from WALC who requested the parish council’s nomination (one councillor plus a companion) to attend a Royal Garden Party to be held on Thursday 31st May 2018.

After discussion it was agreed that Councillor Bob Fryer be Finham Parish Council’s nominee.

RESOLVED THAT Councillor Bob Fryer complete the nomination form for consideration.

103. Planning

To Consider Planning Applications received since the last meeting

Weekly list for the period 22/12/17

Nothing to report

Weekly list for period 05/01/18

Nothing to report

104. Finance

104.1 to approve payments: -

Cheque Payments (Current Account)				
Date	Reference	Payee	Details	Value
18.01.18	BACS	J Chatterton	Clerks Salary December 2017	
18.01.18	BACS	HMRC	Tax & NI Payment clerk (December)	£58.60
18.01.18	BACS	J Chatterton	Clerks Salary January 2018	
18.01.18	BACS	HMRC	Tax & NI Payment clerk (January)	£75.40
18.01.18	BACS	J Chatterton	Office allowance, mileage and expenses Dec 17 & Jan 18	£87.86
18.01.18	BACS	J Chatterton	Reimbursement of Office 365 Renewal	£59.99
18.01.18	BACS	Finham WI	Grant Donation (PAID)	£200.00

RESOLVED THAT the above payments be approved.

104.2 Quarterly Report

The Quarterly report up to the 31st December 2017 was received.

The balance on the bank account was confirmed as: £24,618.99

RESOLVED THAT the quarterly report up to the 31st December 2017 be approved.

104.3 Expenditure over £100 document

The expenditure over £100 document was received and noted.

ACTION: Clerk to upload document to the website.

105. Budget and Precept Request 2018-19

Discussion took place to finalise the budget and precept for 2018/19.

It was agreed that the precept request for 2018/19 to meet the budget would remain the same as the previous year. It was noted that the CCC grant would be £3,336.00 for 2018/19.

The breakdown was confirmed as:

Precept Request	
To meet budget	£24,266.00
Less grant	£3,336.00
Precept 2018/19	£20,930.00
Tax Base	£1,520.90
Band D	£13.76

RESOLVED THAT the precept request for 2018/19 be £20,930.00 and the budget for 2018/19 be approved at £24,266.00.

106. Judicial Review - Green Belt Group

There was nothing to report as this would not be progressing.

107. Identifying Areas of Land

Councillor Aitken explained using a print of google maps for Finham how there were clear areas of land which we would be advised to determine ownership of, to protect and enhance.

The initial intention was to obtain an ordnance survey map of the area which we could obtain for free as a parish council and mark the areas of interest and make a formal application to the Land Registry to find out if they were registered and who owned them.

This may take a few months but should be worthwhile in the long term

RESOLVED THAT the update be noted and Councillor Aitken progress further.

108. GDPR

It was noted that the General Data Protection Regulation (GDPR) would take effect in the UK from 25th May 2018. It replaced the existing law on data protection (the Data Protection Act 1998) and gave individuals more rights and protection on how their personal data was used by organisations. Parish councils must comply with its requirements, just like any other charity or organisation.

Parish Councils would be required to employ a Data Protection Officer, currently the Clerk was the Data Protection Officer. Based on the drafting of the GDPR and the guidance from the Article 29 Working Party, it was NALC's view that most clerks and RFOs cannot be designated as a council's DPO. This was because although they may satisfy some requirements of the role, they would not satisfy all of them which were summarised as:

- An absence of conflicts of interest (which may arise from responsibilities as a clerk/RFO and may include processing activities)
- Independence
- Expert knowledge of data protection law and practices and related professional ethics to effectively advise and influence full council and
- Adequate time to perform DPO role (many clerks/RFOs work part time).

Parish Councils were being approached by commercial businesses offering their services for a fee. The advice from NALC and WALC was to wait further updates before entering into any contracts.

RESOLVED THAT the update on the GDPR be noted. Further updates to be provided once known. Clerk and Chairman to attend training session at WALC on 17th March.

109. Policies**109.1 Publication Scheme**

The Publication Scheme was discussed. It was noted that this policy followed the guidance and template provided by the ICO. It contained examples of the kinds of information that the parish council would be expected to provide in order to meet their commitments under the model publication scheme.

It was expected that the Parish Council made the information in this definition document available unless:

- it does not hold the information;
- the information was exempt under one of the FOIA exemptions or Environmental Information Regulations exceptions, or its release was prohibited by another statute;
- the information was readily and publicly available from an external website; such information may have been provided by the public authority or on its behalf. The authority must provide a direct link to that information;
- the information was archived, out of date or otherwise inaccessible; or,
- it would be impractical or resource-intensive to prepare the material for routine release.

It was **RESOLVED THAT** the Parish Councils Publication Scheme be approved.

110. Local Council Award Scheme

It was noted that Parish Councils could apply for an award at one of three levels:

- The Foundation Award
- The Quality Award
- The Quality Gold Award

There were two fees:

A registration fee paid to NALC and an accreditation fee paid to the organisation responsible for administering the local or regional accreditation process.

The accreditation fee varied according to the award applied for, the income of the parish council and the council's accreditation history.

RESOLVED THAT it was agreed for the Parish Council to make an application to the Local Council Award Scheme. Registration of £50.00 and Accreditation fee of £50.00. Clerk to progress.

111. Coventry City of Culture 2021

Discussion took place on Coventry City of Culture 2021. It was noted that Councillor Burns had been attending steering groups and culture groups at the Chamber of Commerce in relation to arrangements.

RESOLVED THAT Councillor Burns be the lead contact for Coventry City of Culture 2021 and would continue to liaise with groups and report back to future meetings.

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

112.1 Finham Park School

Councillor Burns reported that Finham Park School had been recognised on the world stage thanks to its work in teaching Mandarin. After seven years of Confucius Classroom status, the school had now earned the Global Confucius Classroom of the Year title.

It recognised the school's development of Mandarin teaching as well as its links with sister schools in Shanghai. Executive head teacher, Mark Bailie, had accepted the award in Xi'an, China, in December, at the 12th Confucius Institute Conference.

Councillor Burns agreed to support and help compose a letter of congratulations to the school on behalf of the parish council.

RESOLVED THAT the update be noted.

112.2 Task groups

- **Highways**

Potholes

Councillor Aitken reported on highways. It was noted that there had been potholes reported in Daleway Road and Erithway Road. The main pothole in St Martins Road had been dealt with (that was the one level with the Greylands).

Traffic Lights

The traffic lights on the roundabout by the BP garage had become operational. Complaints had been received and Ian Lewis had dealt with issues raised. It was noted that Mr Lewis was always very responsive to resolving issues raised. It was reported that when the lights become operational on Erithway Road this would improve the situation and provide a better balance.

Mr Lewis would attend a future parish council meeting once the lights were all fully operational and there would be the opportunity for residents to discuss with him any concerns.

Councillor Mrs Bush raised the issue with the white line at the end of the St Martins Road.

ACTION: Councillor Aitken to raise with Mr Lewis.

Entry Anchorway Road & Green Lane

Councillor Aitken had obtained two quotes for the required work to clear and remove the trees.

It was reported that ownership of the property involved had changed.

- ACTION:**
- (i) Councillor Aitken to draft a letter to new owners informing them of the issue, Clerk to send.
 - (ii) Further information to be gathered on current quotes.
 - (iii) Third quote to be obtained.
 - (iv) Agenda item February's meeting.

Parking on Green Lane

Councillor Cobbett updated on parking issues on Green Lane, residents had highlighted the problem of motorists obstructing the bus shelter and double parking.

ACTION: Councillor Cobbett progressing.

- **Kings Hill – Councillor Fryer**

Councillor Bob Fryer updated on Kings Hill.

Thanks was given to those residents who attended the consultation events held by the Developers. The first event took place on Friday 24th and Saturday 25th November 2017. The second event was held on 10th January 2018.

Residents and councillors from CCC, WDC and the Parish Council were able to discuss their main concerns with the developers.

Mainly:

- The increase of traffic – a resident showed them pictures of the congestion on Green Lane
- The opposition to the proposed Bus Gates onto Green Lane
- Flooding risk
- The plan shows two Primary Schools and a Secondary School but these would not be built until the first of houses were sold. This would impact on the two local schools, Finham Primary and Finham Park School

The Developers took note of the concerns raised at the first event prior to arranging the second event. However, there was little alteration to the original information other than an additional drop-off point next to the Primary School. All other concerns remained unanswered.

Although called Kings Hill Park the speaker for Lioncourt referred to it as a small town. Given the large numbers this was more accurate. The Developers intend to put in their initial planning application to Warwick District Council in February 2018.

The Task Group were monitoring the situation and would let Residents know quickly so that they could write to WDC to oppose or agree the proposals.

On 15th January, Councillor Davies and Clive Birch from Cromwell Lane were due to meet with Jim Cunningham and Alok Sharma the Housing Minister. They were to raise the concern over Coventry's housing numbers.

In the Cabinet reshuffle, Alok Sharma had been replaced by Dominic Raab as Housing Minister. The meeting was cancelled but Jim was hoping to arrange another meeting as soon as possible.

- **Schools – Councillor Mrs Bush**

Councillors Mrs Bush and Mrs Fryer attended the second consultation held by the Developers for Kings Hill and spoke to the representatives about the school plans. The plan showed two Primary Schools and a Secondary School, but building would not commence until the new houses were sold. In the beginning they stated that the parents could choose to send their children to the nearest schools which were Finham Primary and Finham Park.

They also suggested to residents that temporary classrooms would be put on the sites but Councillor Burns confirmed that there had been no discussion with the Multi Academy Trust.

The latest Map 12 from the Developers indicated an additional “drop off” zone for Finham Primary School. However, a resident was told that they would ask the school to adopt the land and then it would be maintained by the school.

As Governors, Councillors Mrs Fryer and Mrs Bush confirmed that they had not been told of any such proposal. They intended to discuss the matter with the school and would ask for the Board of the MAT to clarify these points with the Developers.

It was essential to ensure that the catchment area remained for the residents of Finham.

- **Police & Crime**

On 13th January City Councillors received an email from Sgt Amy Wright who was the new sergeant for the Wainbody, Woodlands and Westwood area.

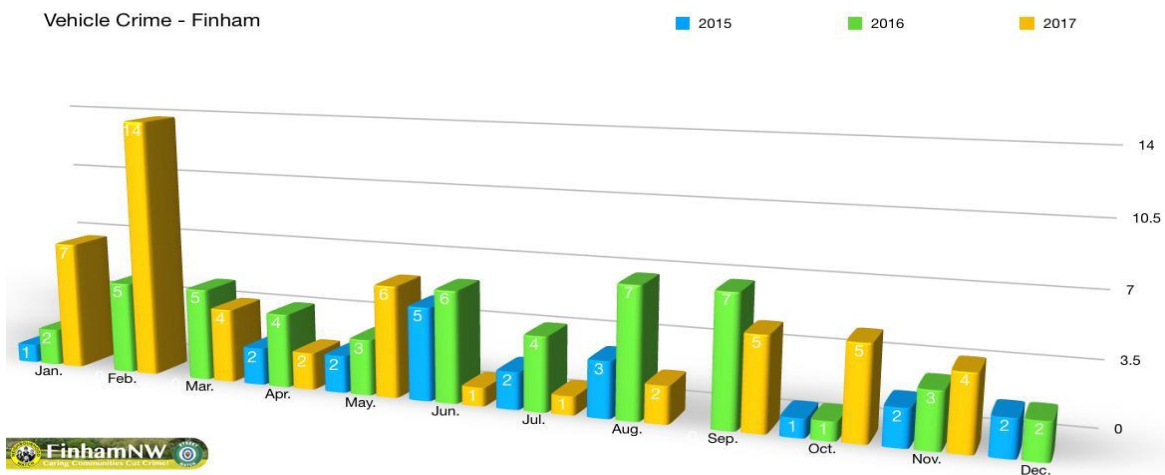
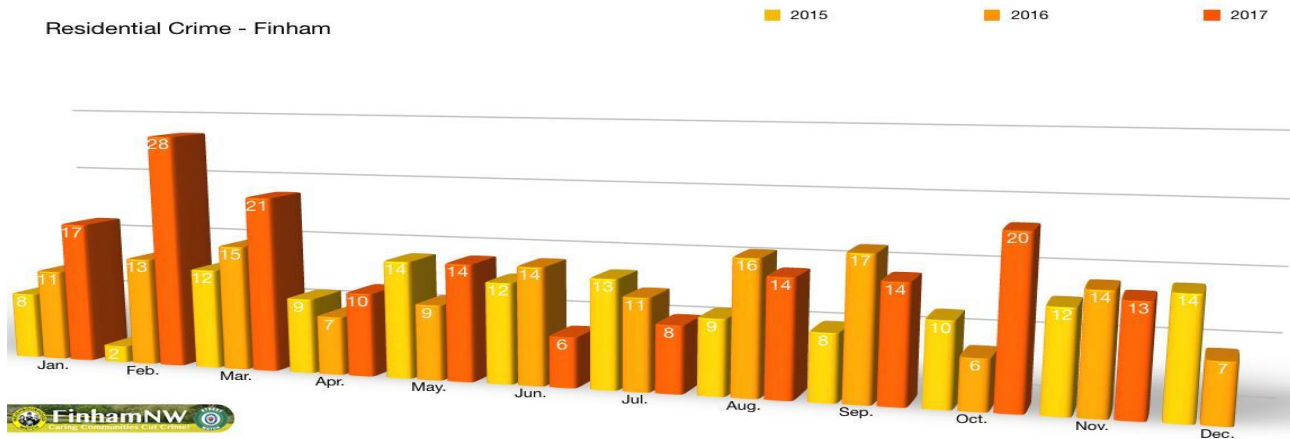
Councillors Mrs Fryer emailed to introduce herself and explained about the Parish Council. She asked if she would provide the crime figures for the Finham area on a monthly basis for the Parish Meetings. She also offered a meeting so that she could get to know us all and learn about the area. As yet no reply had been received

There had been no crime figures from the Police this month but we were grateful for figures and graphs from Tony Swann as Neighbourhood Watch co-ordinator. The Graphs show **Residential** figures up to the end of November. There was a spike in crime in October but this fell again in November. The Home Office had not released the final figures for December.

The Police website shows a larger total of crimes but these include 14 crimes that were for the BP garage such as bilking and shop lifting. In total there were 31 reported crimes in the Finham area. If we take out the 14 crimes specifically for BP garage it left a total of 17. The main types of crimes for Finham were burglary, car theft, criminal damage and public order.

On January 15th the Police launched Operation Lavant. It was a week long campaign to combat the seasonal spike in burglary, robbery and vehicle crime. We should see more police out on patrol across the city during this time.

✓ All crime (31)
Crime types
Anti-social behaviour (1)
Bicycle theft (1)
Burglary (5)
Criminal damage and arson (3)
Drugs (0)
Other crime (0)
Other theft (13)
Possession of weapons (0)
Public order (2)
Robbery (0)
Shoplifting (0)
Theft from the person (0)
Vehicle crime (4)
Violence and sexual offences (2)



● **NHP - Councillor Davies**

The first meeting of the Finham Neighbourhood Plan Steering Group took place in the Finham Library on Thursday 11th January. There was a very good attendance; Angela Fryer, Ann Bush, Chris Charlton, Lesley Charlton, Paul Davies, Stuart Morris, Tony Swann, Kate Taylor and apologies from Laura McCabe.

In order to construct a plan that represented Finham, the group had to first find out from those that live and/or work in the area what it was that they would like to see happen here. The basic questions were what was here that you would like to add, change, remove or improve in Finham in the future.

These questions were currently being shown on Pride in Finham, Wainbody and Styvechale public group on Facebook and the websites for Finham Parish Council and Finham Residents Association. Once we had the responses to these general questions the group plan to construct a survey at their next meeting on Thursday 1st February again in the Finham Library.

This survey would be done both electronically and in paper format. The details of which were yet to be decided.

From the survey the group would like to see responses from residents, business owners, business employees, school teachers, school pupils in fact anyone who either lives here or who spend a fair bit of their time here.

There were grants available for this work of up to £9,000 and potentially £15,000 depending on complications. Applications for money had to be done after the cost had been incurred on a drip feed basis and therefore it made sense to apply for monies when there was a reasonable sum being claimed. Grants would continue to be available throughout 2018 and 2019 but the process for applying would alter.

The average time it takes to construct a plan, hold a referendum and for it to be approved by Finham and then by the Coventry City Council was approximately 3 years.

The minutes of this first meeting produced were rudimentary until details and responsibilities become clearer.

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

The Chairman suspended the Standing Orders

Finham Library

Mr Bannister highlighted a letter which he had written and that had been published in the Coventry Observer (18th January 2017 edition) with reference to Finham Library. The article could be viewed by visiting:

<https://coventryobserver.co.uk/editions/view/?/Coventry/2018/01/18&040>

Newspapers

The issue was raised with the impact on footfall at the Library due to the delivery of the Coventry Telegraph being stopped. Currently there was an offer for subscribing if paying by direct debit.

The Chairman reinstated the Standing Orders

Due to previously agreeing to provide financial support to FLAG it was agreed for the parish council to pay the monthly subscription to the Coventry Telegraph in the first instance.

ACTION: Clerk to subscribe to the Coventry Telegraph to be delivered to the library.

The Chairman suspended the Standing Orders

Bulbs

Councillor Tim Sawdon had approached Savills and they said they would consider the concept of supporting events and funding bulb planting throughout the parish.

The land at the rear of Alfriston Road was untidy and required being cleared.

Noticeboard

The Clerk had written to the Ward Councillors requesting assistance with the installation of a noticeboard. After several months of liaising with various departments at CCC and Greenbarnes nothing had progressed. One suggestion was to approach the Primary School and “install” the posts within the school land and hand the noticeboard through the railings.

ACTION: Clerk to contact Mr Machin at the Primary School.

113. Next Meeting

It was noted that the next meeting would take place on Thursday 15th February 2018.

Meeting closed at 9:00pm

SIGNED BY THE CHAIRMAN

15th February 2018