

Finham Parish Council

Minutes of the Council Meeting held at 7.00pm,
19th April 2018, at Finham Park School, Green Lane Finham

Present:

Councillor Robert Aitken
Councillor Peter Burns
Councillor Ann Bush
Councillor James Cobbett
Councillor Paul Davies (Chairman)

Councillor Anthony Dalton
Councillor Robert Fryer
Councillor Angela Fryer
Councillor Colin Salt
Councillor Katherine Taylor

In Attendance:

Jane Chatterton, Clerk & RFO

Coventry City Councillors: Councillor Gary Crookes

Residents: 3

1. Apologies

Apologies for absence were received from Coventry City Councillor Tim Sawdon.

2. Declarations of Interest:

There were no declarations of interest.

3. Minutes of previous meetings

The Minutes of the Parish Council Meeting held on 15th March 2018.

RESOLVED THAT the minutes of the Parish Council Meeting held on the 15th March 2018 were agreed and signed by the Chairman.

4. Matters Arising not listed on the agenda

135. FLAG

Councillor Davies read out a Statement following his conversation with Sue Vickery.

"I spoke with Sue Vickery on 16th March, the day after our last FPC meeting, and she confirmed that she had been in touch with CCC who were relaxed about the delay in achieving charitable status and that the CCC would continue the support for the Finham Library for the time being.

As a result of the reaction she had had from CCC, she felt there was no need for an immediate meeting with representatives of FPC.

During our conversation I confirmed the continued interest and support of the FPC which would do whatever it could to help FLAG become a success in the long term.

As a consequence of the delay in requesting charitable status, at least two months have been lost.

During later conversations I have had over the period with trustees and volunteers, I have learnt that charitable status has been requested now. The document was 90 pages long, in pdf format and was completed after a three hour session by Sue and Lesley Charlton - Co-ordinator of the volunteers."

5. Correspondence

There was no correspondence for discussion.

6. Benches

Councillor Angela Fryer reported that she had met with the Parks Manager from CCC on site. It had been agreed that the bench could be installed but this would need to be onto a concrete plinth. The bench would need to be purchased from CCC and the ground work carried out by the CCC.

RESOLVED THAT update to be noted. Further update once progress made.

7. Defibrillators

The Clerk had obtained various quotes from providers of defibrillators. The quotations were discussed. The Clerk had written to the owners of the BP Garage requesting permission for the defibrillator to be stored on their site. A response was still awaited.

RESOLVED THAT the Clerk progress purchasing the defibrillator from Cardiac Science once permission was received from the owners of the garage.

8. Planning

To Consider Planning Applications received since the last meeting

Weekly list for the period 19 March to 23 March 2018

Nothing to report

Weekly list for the period 26 March to 30 March 2018

Nothing to report

Weekly list for the period 2 April to 6 April 2018

8.1 Application Number: LDCP/2018/0727
Application Site: 21 Droylsdon Park Road
Proposal: Proposed loft conversion

RESOLVED THAT: No comment

Weekly list for the period 9 April to 13 April 2018

8.2 Application Number: FUL/2018/0842
Application Site: Land at St Martins Road, Howes Lane, Kings Hill Lane and Green Lane
Application Type: Full Application (Major)
Proposal: Proposed installation of two new highways access junctions on land west of Green Lane and the junction of Saint Martins Road / Green Lane / Howes Lane.

During the public discussion Councillor Aitken asked Councillor Crookes why the planning application for the roadworks for the new development was only for one month instead of the usual 13 weeks for development applications. He suggested to Councillor Davies that it would be worth writing the letter to the Coventry City Council planning department.

Councillor Davies reinstated standing orders and a vote was taken and it was agreed that Councillor Aitken would write a letter.

RESOLVED THAT: Clerk to write to CCC expressing concern that the consultation period for the planning application had been set at the 3rd May 2018, one month after consultation opened.

The PC felt the period was too short and the development application from Warwick would have an extended 13 week consultation period. The parish council would like to submit some constructive observations on this application and make residents more aware of the impact of the changes, and for the consultation period be extended to a 13 week period, the same as the main development.

8.3 Application Number: LDCP/2018/0703

Application Site: 145 Green Lane Application Type:
 Proposal: Certificate of Lawful Development [Proposed]

RESOLVED THAT: No comment.

9. Finance

9.1 to approve payments: -

Cheque Payments (Current Account)				
Date	Reference	Payee	Details	Value
15.04.18	BACS	Clerk	Clerks Salary April 2018	
15.04.18	BACS	HMRC	Tax & NI Payment clerk (April)	£7.20
15.04.18	DD	Coventry Evening Telegraph	Newspaper for the Library	£15.60
15.04.18	BACS	Clerk	Office allowance, mileage April 18	£50.23
15.04.18	BACS	WALC	Annual Membership	£839.00
15.04.18	BACS	HDI Tree Care	Tree Cutting and clearing	£395.00

10. Audit Process

10.1 Internal Auditor

The Parish Council were required to appoint an internal auditor to carry out the internal audit of the Parish Council's accounts. Louise Best carried out the audit for 2016-17, she had experience of parish council accounts, was independent and competent.

RESOLVED THAT Louise Best carry out the internal audit for 2017-18.

10.2 Dog Waste Bags

In response to many complaints about dog fouling on pavements in the parish a suggestion had been received for the PC to purchase a limited supply of dog waste bags and these could be distributed at pc meetings. The inspiration had come from Ettington Parish Council who had installed free dog waste dispensers at their recreation and public grounds without any issues.

The estimated implementation of the cost was £45 per year.

RESOLVED THAT the Councillor Cobbett proceed with the trial and purchase the dog waste bags.

10.3 FEWP

Councillor Cobbett reported that the initial budget for FEWP of £1,000 was likely to be exceed by approximately £250.00. He had been working through the various conditions and responses to restrictions from the Events Safety Team at CCC, but was finding the process very slow and delays were being experienced.

RESOLVED THAT it was agreed to increase the budget, if found necessary, by a further £250.00.

11. GDPR

The Clerk and Chairman had attended training on GDPR in March, information from the course had been circulated.

A GDPR “to do list” had been provided and the Clerk would be working on this to ensure the PC were compliant.

RESOLVED THAT the update be noted.

12. Identifying Areas of Land

Carry over to a future meeting.

13. Annual Parish Meeting

Discussion took place in relation to the arrangements for May’s meetings.

These were agreed as follows:

6:30pm to 7:00pm	open session to chat to Councillors over refreshments
7:00pm to 8:00pm	Annual Parish Meeting
8:00pm to 8:15pm	Annual Parish Council Meeting
8:15pm to 9:00pm	May meeting

RESOLVED THAT the Clerk make the necessary arrangements.

14. Task groups & Working Parties

To receive reports from Task Group and Working Party leads

- **Highways – Councillor Aitken**

The work to the entry had been completed, this had proved challenging due to the weather. The contractor had carried out a good job. Thanks was noted to the new resident who had allowed access through her back garden.

It was noted that the Parish Council had carried out the work in order to maintain the right of way

The bollard on Fossey Road had now been removed and hopefully the issue was resolved.

Councillor Bush raised the issue of the sleeping policeman at the bottom of Erithway Road, this required repair or removal.

ACTION: Information to be emailed to Councillor Crookes to progress.

Councillor Cobbett reported that there were 6 blocked drains on Howes Lane. There had been no progress on the replacement road signs. Despite Councillor Crookes emailing the relevant department twice, no response had been received.

ACTION: List to be sent to Councillor Crookes of all outstanding highway related items for progressing.

- **Kings Hill – Councillor Fryer**

The Kings Hill task group had continued to monitor the planning applications for WDC. On 12th April, Lioncourt and Savills submitted a planning application to install two new highway access junctions on land west of Green Lane and the junction of St Martins Road/Green Lane/Howes Lane.

The application was to CCC and letters were sent to selected households who would be affected in Green Lane, St Martins Road and Howes Lane. The closing date for public consultation was the 3rd May.

The group had circulated the information to all residents on the email circulation list and attached relevant maps of the proposal. Although the current application was to CCC it was assumed that subsequent planning applications would be to WDC.

The Kings Hill Group had met regularly and had points ready to respond to each planning application as it was known and would notify residents quickly.

The meeting between Jim Cunningham, Councillor Davies, Clive Birch and the new Housing Minister Dominic Raab took place on Monday 2th March at the House of Commons. Councillor Davies and Clive Birch were able to put forward their views on the housing numbers which were now accepted as wrong and the loss of green belt at Kings Hill. The Minister was to discuss the issues raised with colleagues.

- **Schools – Councillor Mrs Bush**

Councillor Mrs Bush updated that as Governors she and Councillor Angela Fryer could confirm that they had not been given any further information regarding the housing proposals for Kings Hill impacting on Finham Primary School or Finham Park. They were seeking confirmation from the Multi Academy Trust that the schools' catchment areas would remain the same.

It was important to ensure that the catchment areas remained for the residents of Finham.

Both councillors were part of the working party on the Local Plan and when the questionnaire was completed the intention was that it included the views of pupils at the two schools. Councillor Fryer had emailed Mr Machin, Head Teacher at the primary school about the proposal and he had responded that the children would be delighted to be involved.

Contact would be made with the second school to seek approval to do the same with the senior pupils.

- **Coventry City of Culture – Councillor Burns**

The team would be ready from September, at which point they would be requested to attend a parish council meeting.

- **Police & Crime**

The crime figures for Finham and Green Lane area were as follows:

Anti-social behaviour	12
Bicycle theft	0
Burglary	1
Criminal damage and arson	14
Drugs	3
Other crime	1
Other theft	3
Possession of weapons	0
Public order	3
Robbery	0
Shoplifting	3
Theft from the person	0
Vehicle crime	4
Violence and sexual offences	9

(These figures were February's figures and included the BP garage).

In recent days there had been a credit card stolen from a vehicle and then used at the BP garage and other parts of the city. This had been reported but wouldn't appear until April's figures were produced.

An urgent appeal from Action Fraud about a courier and telephone scam in Coventry. The scam targets elderly and vulnerable people in the Holbrooks area currently but there was potential to involve other parts of the city. A fraudster rings the victim, claiming to be from the bank or the police, informing of a fraudulent payment and someone had been arrested using their details. The victim is asked to ring back using the phone number on the back of their card. This further convinces the victim that the call is genuine. However, the caller keeps the line open at their end so the victim unknowingly is connected the fraudster. They ask for the PIN number or for it to be keyed in.

This message had been passed to the NHW scheme but people were advised to notify their neighbours who did not use the internet.

- **NHP - Councillor Davies**

The Finham Neighbourhood Plan Steering Group held its fourth meeting at the Finham Library on the 17th April 2018. This meeting was for the purposes of discussing the options for the survey planned for later in the year. The first option was for radio buttons, the second drop down boxes and the third grid lines. The group decided upon radio buttons which could be better adapted for both electronic and paper formats.

The difficulty now was shaping the survey so that they received back meaningful responses and ones which they act upon which was not as simple as it may seem.

At this point it should be remembered the Neighbourhood Plan was being led, promoted and therefore supported by the Finham Parish Council.

The NHP group wanted to determine from this survey what people involved with Finham would like changed in the future, positive and negative. This included residents, business and commercial, education, landlords and any other institutions that may have an interest in Finham.

They planned to carry out the survey over a four week period, between Monday 24th September and Sunday 21st October thus avoiding holiday periods and hopefully picking a time that suited those we would come to rely upon, for the success of the survey and also at a time when people were prepared to engage with them.

They would be surveying the schools, with their consent, shops, BP garage, library, St. Martins Church, with their consent and also probably using Your Call and Chatterbox magazines. Plans of what and how we mean to do it were yet to be finalised.

The next meeting was scheduled for Tuesday 29th May 2018 at the Finham Library.

- **Finham Events Working Party (FEWP) – Councillor Cobbett**

It was reported that work was progressing and the necessary applications had been submitted to CCC. It was hoped that all could be completed in time to hold the event on 7th July as planned. Further update would be made once approval had been received.

15. 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.

The Chairman suspended the Standing Orders

Proposed Roadworks

Mr Bannister thanked the FRA for keeping the residents updated in relation the new road access from Kings Hill. It appeared from the plans that the entrance had moved Councillor Crookes updated that the application for access to Kings Hill was between the primary school and Alvis Sports Ground and would serve 100 houses on the new development.

There was a condition that a new access road off the Stoneleigh Road must be completed before occupation of the first 300 houses on Kings Hill took place.

Streetwatch

Tony Swann updated on the activities of Streetwatch. He confirmed that patrols of Finham took place during all hours of the day and night.

16. Next Meeting

It was noted that the next meeting would take place on Thursday 17th May 2018.

Meeting closed at 9:00pm

SIGNED BY THE CHAIRMAN
(PAUL DAVIES)

17th May 2018