

Finham Parish Council

Minutes of the Council Meeting held at 7:00pm,
19th July 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 Robert Fryer
Councillor Angela Fryer
Councillor Colin Salt
Councillor Kate Taylor

In Attendance:

Jane Chatterton, Clerk & RFO

Coventry City Councillors: Councillor Tim Sawdon

Residents: 7

42. Apologies

Apologies were received from Councillor Paul Davies and Coventry City Councillor Gary Crookes.

43. Declarations of Interest:

Councillor Cobbett declared a pecuniary interest in agenda item 8.5 – Grant Application.

44. Minutes of previous meetings

The Minutes of the Parish Council Meeting held on 21st June 2018 were discussed.

RESOLVED THAT the minutes of the Parish Council Meeting held on the 21st June 2018 were agreed and signed by the Chairman.

45. FLAG

Councillor Burns read out an update provided by Councillor Davies.

It was reported that currently FLAG were waiting for the council to sort out some last minute issues before a lease was signed.

From FLAGs point of view the Finham Festival went very well, they raised around £300 in total from craft/book/refreshment sales.

Currently there were a number of children's activities scheduled for the summer holiday and the fundraising committee had scheduled quite a few events in the next few months.

RESOLVED THAT the FLAG update be noted.

46. Correspondence

46.1 Issues with parking outside the school/Green Lane

Correspondence had been received in relation to the parking restriction (single yellow line) opposite the school, near the crossing and up to Poolside Gardens. It was noted that it was restricted to "No parking between 8am -9am and 3pm to 4 pm".

The total chaos at the end of the school day on this road was getting worse. It was reported that residents who lived nearby did not go out during these times because of the chaos.

The Parish Council acknowledged that this was an ongoing problem, which had been raised previously and no positive solution found. Councillors Mrs Fryer and Mrs Bush confirmed that the primary school regularly contacted parents of the school children appealing to them not to park inappropriately.

RESOLVED THAT the Parish Council writes a letter to the local police team informing them again of the parking issues and asking them to visit the site and provided advice.

47. Planning

The following Planning Applications were considered:

Weekly list for the period 11th June to 15th June

Nothing to note

Weekly list for the period 18 June to 22 June 2018

47.1 Application Number: HH/2018/1387

Application Site: 18 Crossway

Proposal: Erection of rear extension and loft conversion with rear dormer

RESOLVED: No comment.

Weekly list for the period 25th June to 29th June 2018

47.2 Application Number: HH/2018/1572

Application Site: 64 St Martins Road

Proposal: Proposed extension to the side and rear

RESOLVED: No comment.

Weekly list for the period 2nd July to 6th July 2018

47.3 Application Number: HH/2018/1102

Application Site: 10 Brentwood Avenue

Proposal: Erection of a two storey side and rear extension and a single storey side and rear extension

RESOLVED: No comment.

47.4 Application Number: LDGP/2018/1636

Application Site: 202 Gretna Road

Proposal: Application for a Lawful Development Certificate for a Proposed footway crossing for vehicular access

RESOLVED: No comment.

48. Finance

48.1 payments: -

Cheque Payments (Current Account)				
Date	Reference	Payee	Details	Value
19.07.18	BACS	J Chatterton	Clerks Salary July 2018	
19.07.18	BACS	HMRC	Tax & NI Payment clerk (July)	£50.40
19.07.18	DD	Coventry Evening Telegraph	Newspaper for the Library	£15.60
19.07.18	BACS	J Chatterton	Office allowance, mileage July 18 & Aug 18	£68.90
19.07.18	BACS	Grant Thornton	Missing Invoice External Audit 17 18	£120.00
19.07.18	BACS	J Cobbett	Reimbursement FEWP	£58.75

RESOLVED: The above payments be approved.

48.2 Bank Reconciliation 30th June 2018

The Bank Reconciliation up to the 30th June 2018 was received and discussed.

It was noted that:

Balance per bank statements as at 30 th June 2018:	£	£
	<u>£40,932.37</u>	
		£40,932.37
Less: any un-presented cheques at 30 th June 2018	<u>£0.00</u>	
	<u>£0.00</u>	
		£0.00
Add: any un-banked cash at 30 th June 2018	£0.00	
		<u>£40,932.37</u>
Net balances as at 30 th June 2018		<u> </u>

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK

Opening Balance 1 st April 2018	£21,503.07
Add Receipts up to 30 th June 2018	£24,266.00
Less: Payments up to 30 th June 2018	<u>(£4,836.70)</u>
Closing balance per cash book as at 30 th June 2018	<u>£40,932.37</u>

RESOLVED THAT the Bank Reconciliation up to 30th June 2018 be approved.

48.3 Quarterly Report up to 30th June 2018

The Quarterly Report up to 30th June 2018 was received and discussed.

RESOLVED THAT the Quarterly Report up to 30th June 2018 be approved.

48.4 Expenditure Over £100 Document

The Expenditure over £100 document up to 30th June 2018 was received and discussed.

RESOLVED THAT the Expenditure over £100 document up to 30th June 2018 be approved.

48.5 Grant Application

(Councillor Cobbett who had previously declared a pecuniary interest, left the room during discussion).

A grant application was received from the Bridge View Light Railway Group.

The Bridge View Light Railway was a new, volunteer run, community project opening a heritage themed miniature railway along the riverbank of the Sowe in Baginton Village.

After careful discussion it was agreed unanimously not to grant the application requested. The parish council felt that the group should seek financial donations from Baginton Parish Council in the first instance as the project was located in Baginton. A further application would be welcomed from the group supported by their financial accounts especially if the project proved to be of greater benefit to the parishioners of Finham Parish.

RESOLVED THAT the Grant application be refused.

Councillor Cobbett rejoined the meeting.

49. Governance

49.1 Privacy Notice

It was noted that the Policy sets out the type of information that Finham Parish Council collected or were supplied with. The Policy explained how the information was held, who it would be shared with and how it was used. There were contact details for queries about individual's personal information. All personal data collected (or supplied) would be treated in accordance with current data protection laws in the UK.

RESOLVED THAT the Privacy Notice be approved.

49.2 Data Protection Policy

The Data Protection Policy had been updated to include GDPR.

It was noted that the Parish Council would adopt procedures and manage responsibly, all data which it handled and would respect the confidentiality of both its own data and that belonging to partner organisations it worked with and members of the public.

In some cases, it would have contractual obligations towards confidential data, but in addition would have specific legal responsibilities for personal and sensitive information under data protection legislation.

The Parish Council would periodically review and revise this policy in the light of experience, comments from data subjects and guidance from the Information Commissioners Office.

RESOLVED THAT the Data Protection Policy be approved.

50. Star Councils Award

Information had been received from NALC that they were running Star Councils Award for 2018.

There were five categories; Young Councillor of the Year, Clerk of the Year, Councillor of the Year, County Association, Outstanding Project of the Year and Council of the Year.

The awards would be judged by a stellar jury including representatives from Ministry of Housing, Communities and Local Government, County Councils Network, Society of Local Council Clerks and De Montfort University.

Winners would be announced at a dazzling event at the DoubleTree Hilton in Milton Keynes on 31st October as part of NALC's Annual Conference

Entrants had until 17th August 2018 to submit their entries.

Two nominations were agreed. The first for Councillor Bob Fryer in recognition for all his extra work and commitment involved in fighting the proposed development on Kings Hill. Councillor Fryer as the Lead for the Task Group, attended many meetings and was constantly reviewing planning applications and developers' feasibility studies concerned with the impact they had on residents of Finham.

The second nomination was for Councillor Cobbett in the category of Young Councillor Award. Since joining the parish council in 2017 he had made a great contribution to the parish council and recently was the Lead for the Finham Events Working Party (FEWP). FEWP had successfully organised and hosted the first Finham Festival. The event had been extremely well organised and Cllr Cobbett's tireless resolve in negotiating the red tape whilst complying the CCC's procedures and requirements.

RESOLVED THAT the Clerk complete the necessary nomination forms with NALC for Councillors Fryer and Cobbett.

51. Finham Festival

Councillor Cobbett provided feedback from the recent Finham Festival held on 7th July. The update included budget updates and suggestions on improvements for any future events.

A full analysis was provided and discussed in detail.

The budgeted amount for the Festival had been approved at £1,250. All expenditure had been made except for one item. The project had come in on budget.

Councillor Cobbett was thanked for all his work in ensuring the event was a success.

RESOLVED THAT the update be noted.

52. Finham Festival asset storage

After discussion it was agreed that a large shed/outside storage cupboard be purchased to store the items.

RESOLVED THAT a large shed/outside storage cupboard be purchased to the value of £100.00.

53. Finham Events Working Party

Discussion took place in relation to the closure of "Finham Events Working Party 2018" as the Festival had now taken place. It was agreed to re-create a new short-term working party in September to enable the parish council to run future events.

RESOLVED THAT the FEWP be re-established in September 2018.

54. Task groups & Working Parties**• Highways – Councillor Aitken**

It was noted that there were no major issues at the moment. The wooden fence around the Gospel Oak on Green Lane required replacing.

ACTION: Councillor Cobbett to action with CCC.

Traffic Lights – these were still causing an issue and required resequencing.

ACTION: Councillor Aitken to produce a letter, after circulation and approval, Clerk to send to CCC.

• Kings Hill – Councillor Bob Fryer

It was reported that to update Councillors were working on the planning application to put two access junctions onto Green Lane – an objection has been put in by Highways England and Warwick County Council. Highways England stated that the proposed roundabout was too close to the A46 Flyover and could cause problems for maintenance to the Bridge.

Warwick County Council had written to Mr Barber at Warwick District Council stating that the proposals were based on insufficient information. They stated that the infrastructure required was not in place and concluded that the application should be withdrawn to enable further work with all parties.

As reported last month, the task group had been looking at the Air Quality reports for Coventry. Looking at the interactive map on the CCC website it showed that no Air Quality monitoring diffusion tubes had been placed in the Finham locality. The group had emailed the Environment Officers at the City Council and detailed the concerns.

Frances Taylor emailed a response from the Environment Department stating that:

- There were no diffusion tubes in the Finham area to monitor air quality
- The Council had accepted the figures given by the Developers
- They consider that the increased traffic would have a minimal effect on the Air Quality

The task group had responded challenging their decisions because:

- They had not taken any independent Air Quality Study
- They were using a computer modelling system to predict future Air quality without having an up to date base line to work from

- They had not taken into account the increased traffic in the area over the last two years. Also there would be increased traffic and air pollution from the planned work at the Jaguar Land Rover and Airport sites

The task group requested that the Ward Councillors continued to insist that the Application be considered by the whole Council and that they speak at the meeting.

Councillor Mrs Bush congratulated Councillor Mrs Fryer on her excellent email in response, all agreed.

- **Schools – Councillor Mrs Bush**

As the term was drawing to a close there were not major events to report. Councillor Mrs Bush had been part of an interview panel for recruiting new staff, two had been appointed who would commence shortly.

- **Police & Crime – Councillor Mrs Fryer**

The Finham Festival was a useful venue for residents to talk about local issues. Tony Swann had a stall for the Neighbourhood Watch information which proved very helpful. John Steed who used to be the PCSO for Finham changed his duty day so that he could attend. Residents were very keen to chat and it showed that people liked to have an identifiable person that they could talk to.

Two other police officers made a point of calling into the event on their way from a call out in Willenhall.

On 7th August there would be a Community Liaison meeting for the Ward Councillors and Amy Wright at the Council House. Councillor Fryer would represent the Parish Council, Tony Swann would represent the Neighbourhood Watch and Ruth Khan would represent Street Watch. This would give the opportunity to meet with Amy Wright, the Police Sergeant from Canley and to try to establish more sharing of information.

- **NHP - Councillor Davies**

A report was received from Councillor Davies in his absence. It was reported that the group was at present arranging the next meeting, which was proving difficult due to the time of year, to finalise the paper and electronic formats for the survey to be carried out between 24th September and 21st October 2018 inclusive.

55. Public participation

The Chairman suspended the Standing Orders.

Finham Festival

Mr Patel commented that the event had been successful and enjoyable.

Councillor Sawdon

It was also noted that Cllr Sawdon had enjoyed the Finham Festival and congratulated Councillor Cobbett on organizing a well-run event.

Kings Hill

Councillor Sawdon reported on the planning application for site clearance and mixed use development of land at Kings Hill including new roads within the site and improvements to the existing road junction at Stoneleigh Road. It was noted that Warwickshire County Council (Warwickshire Highway Authority) had undertaken a full assessment of the planning application and supporting document and based on the assessment and appraisal of the development proposals they had objected to the development proposals.

Finances

Mr Bannister requested confirmation of the current funds in the parish council bank account.

NHP/Crime Levels/Parking

Tony Swann updated that the electronic version of the NHP questionnaire was almost ready to go live and September deadline should be achieved.

Crime levels, particularly violent crime and burglary were reported to have increased by 70%. Having reviewed the crime figures it was noted that the crime figures for the Finham area over the previous 12-month period showed a reduction of 15%, approximately 22 cases per year.

Parking on Green Lane – members of the Street Watch team had spoken to car owners who were parking inappropriately on Green Lane, without success.

Councillor Expenses

Clarification was sought in relation to Councillor expenses. It was agreed that an Expenses Policy be produced.

ACTION: September agenda

The Chairman reinstated the Standing Orders.

56. Date of the Next Meeting

The date of the next meeting is scheduled for 20th September 2018.

Meeting closed at 9:00pm.

SIGNED BY THE CHAIRMAN
Councillor Peter Burns

20th September 2018