

Finham Parish Council

Minutes of the Council Meeting held at 7:00pm,
20th September 2018, at Finham Park School, Green Lane Finham

Present:

Councillor Robert Aitken
Councillor Peter Burns
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 Gary Crookes

Residents: 4

57. Apologies

Apologies were received from Councillors Paul Davies, Mrs Ann Bush and Coventry City Councillor Tim Sawdon.

58. Declarations of Interest:

There were no declarations of interest.

59. Minutes of previous meetings

The Minutes of the Parish Council Meeting held on 19th July 2018 were discussed.

RESOLVED THAT the minutes of the Parish Council Meeting held on the 19th July 2018 were agreed and signed by the Chairman.

60. FLAG**60.1 FLAG Newsletter**

A request for financial contribution towards the cost of the FLAG newsletter was received. FLAG was proposing to print an A5, 4-page newsletter, full colour 3,000 copies. After discussion it was agreed to make a donation of £200.00 towards the cost of the newsletter. This was in line with the Donations and Grants Policy.

Proposed: Councillor Aitken

Seconded: Councillor Dalton

Unanimous

RESOLVED THAT

- (i) the Parish Council make a donation of £200 to FLAG.
- (ii) The Clerk contact the Chair of FLAG to progress.

61. Correspondence**61.1 Letter re Loss of Liver and Pancreas Surgery at University Hospital Coventry and Warwickshire**

A letter had been received detailing the Loss of Liver and Pancreas Surgery at University Hospital Coventry and Warwickshire. The service including major surgery at University Hospital Coventry & Warwickshire (UHCW) was being threatened with closure by commissioners (based in Birmingham), unless it submitted itself to a takeover by University Hospital Birmingham (UHB), with plans to downgrade its specialism and utilise it as a subsidiary, UHB would relocate all complex treatments and operations to Birmingham.

It was understood that all centres treating major liver and pancreas conditions were expected to fulfil certain national guidelines including an overall catchment population of circa 2 million.

UHCW supported the patients of Coventry and Warwickshire, as well as City and Sandwell NHS Trust, and had recently signed an agreement with Worcester/Redditch and Hereford to provide a similar service thus fulfilling the population requirement. It was expected that the alliance with Worcester should take some time to mature, and for the clinical pathways for patients to be firmly established.

RESOLVED THAT

- (i) the Clerk write on behalf of the Parish Council to Andy Hardy – CEO University Hospital Trust and Lisa Kelly – Chief Operational Officer.
- (ii) Parishioners also be urged to write letters.

61.2 Subject: St. Martins Road - Signage

A request had been received from a parishioner requesting assistance with an issue on St Martins Road. It was noted that vehicles were entering the road then having to reverse out when they discovered the road was a dead-end. The parishioner's driveway and brick work had been damaged numerous times. More recently damage had been caused to the street light.

RESOLVED THAT

- (i) Request Highways to install a "no through road sign".
- (ii) Councillor Cobbett to check the damage to the lamppost.

62. Planning

To Consider Planning Applications received since the last meeting

Weekly list for the period 13 August to 17 August 2018

Nothing to report

Weekly list for the period 20 August to 24 August 2018**62.1 Application Number: HH/2018/2156**

Application Site: 52 Alfriston Road

Proposal: Erection of single storey rear extension, loft conversion and rear dormer

RESOLVED THAT no comment.

Weekly list for the period 27 August to 31 August 2018

62.2 Application Number: HH/2018/2251

Application Site: 215 Green Lane

Proposal: Erection of single storey rear extension and installation of footway crossing for vehicular access

RESOLVED THAT no comment.**Weekly list for the period 3 September to 7 September 2018**

Nothing to note

Weekly list for the period 9 September to 13 September 2018

TBC

63. Finance

63.1 the following payments were considered: -

Cheque Payments (Current Account)				
Date	Reference	Payee	Details	Value
20.09.18	BACS	St John Ambulance	Finham Festival (PAID)	£138.00
20.09.18	BACS	J Chatterton	Clerks Salary August 2018 (PAID)	
20.09.18	BACS	HMRC	Tax & NI Payment clerk (August) (PAID)	£50.20
20.09.18	DD	Coventry Evening Telegraph	Newspaper for the Library (August) (PAID)	£15.60
20.09.18	DD	Coventry Evening Telegraph	Newspaper for the Library (September)	£15.60
20.09.18	BACS	J Chatterton	Office allowance, mileage Sept 18	£38.53
20.09.18	BACS	J Chatterton	Clerks Salary September 2018	
20.09.18	BACS	HMRC	Tax & NI Payment Clerk (Sept)	£50.20
20.09.18	BACS	Dods Parliamentary Coms Ltd	NHP Policy & Practice training PD	£210.60

64. Governance**64.1 Clerk's Position**

The Clerk updated that she had completed the Certification in Local Council Administration (CILCA) and was now qualified.

RESOLVED THAT the update be noted.**64.2 General Power of Competence**

It was noted that the General Power of Competence (GPC) was intended to give local authorities (including parish councils) wider powers to deliver more for their communities. The GPC would allow a council to do anything that individuals generally may do, except where other aspects of law may forbid them from doing. It was intended to relieve parish councils of the need to find specific statutory powers to authorise their activities.

It was reported that the Parish Council could confirm that it was eligible to exercise the GPC as at least two thirds of the total number of councillors had been elected (at ordinary or by election), not co-opted and the Clerk now held the Certificate in Local Council Administration (CILCA).

RESOLVED THAT now the Parish Council meet the above conditions, it is confirmed by resolution that it now has the General Power of Competence.

64.3 Business Plan

It was reported that the Business Plan was the statement of the Parish Council's *vision* for the parish, its purpose, values, objectives and its key priorities. The aim of the Business Plan was to give Finham's residents a clear understanding of what the Parish Council did and what it was trying to achieve. It detailed what the Parish Council intended to focus on over the next four years. It was noted that the Business Plan was a "live" document that would be reviewed annually. The Parish Council would use it to drive the budgeting process, plan activities for the coming year and enable the Parish Council to monitor its progress against the key priorities.

RESOLVED THAT the Business Plan be approved.

64.4 Local Council Award

It was reported that the Local Council Award Scheme existed to celebrate the successes of the very best local councils, and to provide a framework to support all local councils to improve and develop to meet their full potential. All local councils want to serve their local communities and make a real difference to the lives of the people that live there. The scheme offered councils the opportunity to show that they meet the standards set by the sector, assessed by their peers, and to put in place the conditions for continued improvement.

The scheme was created in 2014 and was managed on behalf of local councils by the Improvement and Development Board (IDB).

Councils could apply for an award at one of three levels. The Clerk confirmed that the Parish Council could demonstrate that they met the minimum requirements for operating lawfully and according to standard practice and could now apply for the Foundation Award.

RESOLVED THAT

- (i) the Parish Council confirmed by this resolution that it meets the criteria to apply for the Foundation Award.
- (ii) Clerk would complete the process.

64.5 Councillors' Expenses Policy

The draft Councillors' Expenses Policy was discussed.

RESOLVED THAT the Councillors' Expenses Policy be approved.

64.6 Complaints Procedure

The draft Complaints Procedure was discussed.

RESOLVED THAT the Complaints Procedure be approved.

64.7 Disciplinary Policy & Grievance Policy

The draft Disciplinary Policy and Grievance Policy was discussed and approved.

Proposed: Councillor Aitken

Seconded: Councillor Burns

Unanimous

RESOLVED THAT the Disciplinary Policy and Grievance Policy be approved.

65. Finham Events Working Party

Consideration was given to reforming Finham Events Working Party to make arrangements to run Finham Festival 2019. FEWP lead would be Councillor Cobbett with support as required by the Clerk.

RESOLVED THAT FEWP be reformed to run Finham Festival 2019.

66. Noticeboard on The Green

At July's meeting it was noted that the noticeboard on The Green required maintenance and repair. The noticeboard was old and the repairs would potentially be expensive. The Clerk provided a quotation to replace the noticeboard with a like for like product.

The Clerk had liaised with Coventry City Council to gain approval to replace the noticeboard that had been vested to the parish council in 2017.

The quotation for the replacement noticeboard was green in colour, would display the parish council name and was of similar construction and material to the current noticeboard.

RESOLVED THAT

- (i) The quotation for the replacement noticeboard be approved.
- (ii) Clerk to liaise with Coventry City Council Legal Team to gain permission to replace the noticeboard.
- (iii) Following permission from CCC the Clerk order the new noticeboard and make arrangements for the installation.

67. Defibrillator

The Clerk updated that despite several attempts to contact the BP Garage on the A45 requesting them to allow the parish council to site a defibrillator, no reply had been received. This lack of response was very disappointing.

Discussion took place for suggestions for other sites. The Miller & Carter Pub was suggested and also Finham Library.

RESOLVED THAT

- (i) Councillor Dalton make the request to the Miller & Carter pub.
- (ii) The Clerk liaise with FLAG and agree the best place on the building to site the defibrillator and place the order.

68. Parish Council Newsletter

A proposal had been received for the parish council to produce a newsletter. Discussion took place on the purpose and merits of doing this.

RESOLVED THAT

- (i) It was agreed for the Parish Council to create and circulate a quarterly newsletter.
- (ii) Councillor Cobbett (after volunteering) be the editor of the newsletter.
- (iii) Draft newsletter to be discussed at October's meeting.

69. Subsidised Gating Scheme/Anti-Crime

It was noted that the parish council had Statutory Powers under Crime Prevention. One power was to install and maintain equipment and establish and maintain a scheme for detection or prevention of crime - Local Government and Rating Act 1997, s.31

The proposal put forward for discussion was to create a gating scheme subsidy from the Parish council.

The proposal if approved would be to allow residents once they had determined the local need for a gating scheme could approach the parish council for a subsidy of between £1,000-£2,000 towards the costs of gating entries. This could also be extended to repairing existing gates (with smaller amounts).

A form to apply for the subsidy could be generated and this could be justified under the parish council duty to reduce crime.

The residents would have to demonstrate they had followed the City Council's advice in this matter and had sufficient local support for the idea. Any payment from the Parish Council would be made at the point the work had been done and invoice raised, although agreement would be made once the scheme was brought before the Parish Council.

At a rough estimate there are probably about 4-5 possible schemes within the Finham Area and it is proposed an initial budget of £5,000 for year one.

RESOLVED THAT further consideration be given.

70. Task groups & Working Parties

Reports from Task Group and Working Party leads

- **Highways – Councillor Aitken**

It was noted that parking issues around the primary schools continued.

Councillor Cobbett updated that there were five broken bollards and a lamppost which had been reported. A blocked drain on Finham Green Road had also been reported. Repairs would be monitored.

- **Kings Hill – Councillor Fryer**

It was reported that there had been no information on the Planning Application for the road access points onto Green Lane. The Task Group had asked the Ward Councillors if they had been involved in any discussions about the application, but they were unable to provide any further information.

The Task Group suggested that an update was requested by them from Liam O'Onofrio but as yet this had not been received.

The draft proposals for the Air Quality Report were out for public consultation until Friday 21st September. At this stage they were very general and did not address specific areas in Coventry or the future impact of large developments. The members of the task group were responding individually to the proposal and would state this.

The Kings Hill Group would be looking at the detail at their next meeting. This would give the group reasons for objecting to individual planning applications when they occurred.

Residents had reported increased problems with the smells coming from Finham Sewerage Works. The group had given residents a link to the Severn Trent Website to lodge their complaints.

Severn Trent had said that there was a problem with a new cleaning system on one of the storage tanks which meant that it was being cleaned manually. When the wind was in the direction of Finham the odours would come across. The situation may not improve for some time. An update would be made at October's meeting.

Work was scheduled for the closing of Green Lane at the end near Kings Hill Lane to allow Severn Trent to carry out some necessary works. The start date was stated as 19th September and would impact on the number 9 bus. This work would be monitored.

- **Schools – Councillor Mrs Bush**

Councillors Mrs Bush and Mrs Fryer had attended the first Governor's meeting of the new school year and Richard Machin, Head Teacher had advised that the children had returned to school full of enthusiasm.

During the first week back, the children had taken part in a "Book Week" to kick start fun reading or "free reading" – learning from different books.

The whole school would also be taking part in the "Daily Mile Project" to encourage the children to be active.

Some children had taken this very seriously running while others had been observed gently walking together enjoying a chat.

Councillors Mrs Bush and Mrs Fryer would be going into school in the near future to discuss the Finham Neighbourhood Plan Questionnaire. It was the intention to read out the various questions and take a poll view of the children's views.

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

It was reported that the crime figures for the month of August were as follows:

The total number of crimes for the whole of the Wainbody area were 297. The number recorded for the Finham area were 20.

Crime Types:

Anti-social behaviour	1
Bicycle theft	0
Burglary	6
Criminal damage and arson	1
Drugs	0
Other crime	0
Other theft	0
Possession of weapons	0
Public disorder	0
Robbery	0
Shoplifting	2
Theft from the person	0
Vehicle crime	2
Violence and sexual offense	6

NB The shoplifting related solely to the garage.

On the 7th August, Councillor Mrs Fryer attended a Community Liaison Meeting at the Council House. This was attended by the Ward Councillors, Sgt Amy Wright and representatives of the FRA, Neighbourhood Watch and Street Watch.

Discussion took place at the meeting in relation to policing issues that were causing concern for Finham residents. The main concern was speeding traffic on both Green Lane and St Martins Road and it was hoped to set up more speed watch sessions. The number of vehicle thefts were also discussed.

Sgt Wright updated that this was a problem across the whole of Wainbody area but Finham continued to have a lower crime rate than other areas across the city. It was stressed that every crime impacted on the individual involved and residents needed to be reassured.

There was some confusion on the categories that crimes were recorded under eg if a person entered a house and stole car keys this was a burglary. If they then went on to steal the car it was recorded under the same crime and would not show as theft of vehicle.

Residents were encouraged to report every crime and to phone 101 but that the service fails on many occasions. She agreed that there were problems. If residents see a crime happening they should always call 999.

Police numbers were reduced due to cutbacks and when an incident occurred anywhere in the Wainbody area it meant all personnel were involved which then meant no police were available for normal patrols.

The next meeting would be held at Canley Policy Station on 11th October at 7pm.

Councillor Mrs Fryer had also met with Tony Swann to discuss issues in the area and to ensure that there was a collaborative approach. The meetings wanted to highlight proposals that would be achievable for both the Parish Council and the Neighbourhood Watch.

Ideas being considered were:

- Electronic speed cameras on St Martins Road and Green Lane
- Surveying the streets that would benefit from gated entries
 - Those already in existence but not working
 - Those streets that would want to participate in a new scheme
- Information day for all residents with advice from firms and the police on hi-tech and low-tech security

When proposals were ready these would be presented to the Parish Council for discussion.

- **NHP - Councillor Davies**

Due to manpower constraints the group had decided to delay the survey by a short time to make final checks.

Tony Swann had confirmed that the web-based version of the survey was working and that the early snags had been removed.

6, A3 prints were to be printed for shop windows and noticeboards.

15, A4 prints for more discrete advertising.

2,100 paper survey sheets were to be printed and delivered to all houses as well as provide enough copies for St Martin's Church and the Finham Community Library and for canvassing at the two Finham schools (to be carried out by Councillors Mrs Bush and Fryer).

Discussion had taken place with St Martin's Church and Finham Community Library for completed questionnaires to be collected at these two centres. Consideration was also being given to completed questionnaires being handed to Parish Councillors.

Notices would be placed on the websites of Pride of Finham, Finham Residents Association and Finham Parish Council in addition to the posters to be placed in nominated shop windows on Green Lane and Brentwood Avenue, Finham Community Library, St Martin's Church, Green Lane Clinic, noticeboards on Finham green and the Finham Junior School.

Questions about the survey would be directed to Jane Chatterton, Clerk of FPC who would forward any which could not be answered to Councillor Davies, Chairman of FPC.

ACTION:

- (i) Further update at October's meeting.
- (ii) October agenda. Consider request for the parish council to consider paying for NHP meetings which take place at Finham Library. To date 6 meetings have taken place.

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

Facebook

Councillor Cobbett requested Councillors forward information to be included on the Facebook page.

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

Councillor Crookes

377 Green Lane – concern had been raised that the site around the building work was open and posed a danger. This had been reported.

Neighbourhood Watch

Tony Swann updated that there were now 69 properties in the area with registered CCTV.

73. Date of the Next Meeting

The date of the next meeting was confirmed as 18th October 2018.

Meeting closed at 9:00pm

SIGNED BY THE CHAIRMAN
COUNCILLOR PAUL DAVIES

18th October 2018