

Finham Parish Council

Minutes of the Council Meeting held at 7:00pm,
8th April 2019, at Finham Park School, Green Lane Finham

Present:

Councillor Peter Burns (Vice Chairman)	Councillor Robert Fryer
Councillor Ann Bush	Councillor Angela Fryer
Councillor James Cobbett	Councillor Colin Salt
Councillor Anthony Dalton	
Councillor Paul Davies (Chairman)	

Coventry City Councillors: Councillors Tim Sawdon and Gary Crookes

Residents: 4

The Chairman opened the meeting and thanked those for attending.

It was noted that this would be the last meeting that Councillor Peter Burns would attend as he had chosen not to restand for election from May 2019.

The Parish Council thanked Councillor Burns for all his work and input into the creation and development of the parish council over the past 3 years.

1. Apologies

Apologies for absence were received from Councillor Taylor.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of the Meeting held on 21st March 2019

The minutes of the meeting held on 21st March 2019 were discussed.

RESOLVED THAT the minutes of the meeting held on 21st March 2019 were approved.

4. Matters Arising not listed on the agenda

There were no matters arising, not listed on the agenda.

5. FLAG

Councillor Davies updated that the meeting of the FLAG Trustees, usually held on the first Wednesday of each month, did not take place in April due to illness and therefore there was less to report.

It was noted, however, that as a result of a conversation that took place at the Finham Residents Association (FRA) Annual General Meeting on the 26th March 2019, where Finham Parish Councillors Bush, Cobbett, Dalton, Fryers, Salt, Taylor and Davies were present, the proposition of a newsletter being produced was discussed. The newsletter would be sponsored by the FPC with input from all three organisations, (FLAG, FRA and FPC). The newsletter would be published and delivered regularly to dwellings in the area.

Discussions of how this was to be achieved were yet to take place, but it was thought this approach would give a newsletter a greater scope of topics and to some extent, solve the problem of sufficient content.

Having consulted with the Chair of the Trustees, Sue Vickery, the responses from the Trustees had been very positive to the idea.

RESOLVED THAT the update be noted.

6. Correspondence

6.1 Response from Martin Reeves

The Clerk updated that the parish council had received a letter from Martin Reeves in response. He expressed his concern to hear that the parish council felt that they were not receiving appropriate responses to their requests from staff at the City Council.

ACTION: Councillors to send to the Clerk the details of the projects where they had experienced difficulties. Following a collective response letter would be sent.

6.2 Karen Seager - Strategic Lead, Transport and Highways Operations.

As above.

6.3 Attendance by Colin Whitehouse at future meeting

The Clerk updated that Colin Whitehouse, Highways Development Manager, Coventry City Council had agreed to attend June's Parish Council meeting to discuss Kings Hill.

RESOLVED THAT the update be noted.

6.4 Precept Query

The Clerk updated that she had received an email requesting confirmation as to why the parish council precept had been increased.

The following figures were discussed for clarification.

Precept Request	2018 19			Precept Request	2019 20
To meet budget	£24,266.00	£61.40	increased precept	To meet budget	£24,327.40
Less grant	£3,336.00	-£369.00	less grant	Less grant	£2,967.00
Precept 2018/19	£20,930.00	£430.40	increased prec	Precept 2019/20	£21,360.40
Tax Base	£1,520.90	£27.50	tax base inc	Tax Base	£1,548.40
Band D	£13.76	£0.03	increased precept	Band D	£13.80

The precept request increased in 2019-20 by £61.40 overall

The Grant received from Coventry City Council decreased by £369.00

The tax base increased in 2019-20 by £27.50

The precept figure for a Band D property is calculated by dividing the precept figure (£21,360.40) by the tax base figure (£1,548.40) which gives the figure of £13.80. This was an increase of £0.03 on the precept from 2018 19.

Other Parish Council's local to Finham had the following precepts for 2019-20.

Finham	£13.80
Baginton	£49.00
Burton Green	£31.10
Stoneleigh & Ashow	£31.45

RESOLVED that the update be noted.

7. Planning

To Consider Planning Applications received since the last meeting

Weekly list for the period 18 March to 22 March 2019

Nothing to note

Weekly list for the period 25 March to 29 March 2019

7.1 Application Number:	HH/2019/0674
Application Site:	101 St Martins Road
Proposal:	Erection of a single storey rear extension, part garage conversion and internal alterations

RESOLVED THAT no comment.

7.2 Application Number:	HH/2019/0773
Application Site:	184 Gretna Road
Proposal:	Erection of single storey rear extension

RESOLVED THAT no comment.

Weekly list for the period 1 April to 5 April 2019

Nothing to note

Weekly list for the period 8 April to 12 April 2019

Nothing to note.

8. PARISH ENHANCEMENTS

8.1 Signage for Finham Community Library and St Martins Church

Councillor Cobbett updated on the progress for identifying areas to install signage to include direction to the Library and St Martins Church from various points in the parish.

Costings were reported as follows:

Signage	=	£1,418.25
Installation	=	£1,434.38
Total	=	£2,852.63 (excluding VAT)

The issue of maintenance/cleaning of the new signage would need to be determined.

The Councillors voted on the proposal:

Those in favour = 9 *Against* = 0 *Unanimous*

RESOLVED THAT it was agreed that the parish council purchase the new signage and arrange installation.

8.2 Defibrillator

The Clerk updated that there had been no progress for the defibrillator that the Parish Council wished to be sited at BP garage.

After chasing Sorrelle Clements, CCC Library Service an email had been received from an officer called Daniel Peters. He confirmed that he would request CCC's legal team to draft the required Licence for the parish council to install the defibrillator on the outside of the library building. The Licence would also include the expected parish council liability with regards to insurance, upkeep etc.

RESOLVED THAT the update be noted.

8.3 Noticeboard

Due to the time constraints that the Audit Process put on the Clerk's time, it was confirmed that this matter had not been chased.

The Clerk had, however, sent several emails to Dave Lewis but not had a reply. Dave Lewis had provided the details of CCC's preferred installer but there was still confirmation required with regards to the "Licence to Dig".

RESOLVED THAT

- (i) Councillor Mrs Fryer contact Dave Lewis and request his assistance with progress.
- (ii) Licence to Occupy and carry out work to be completed at May's meeting.

9. Finance

9.1 to approve payments: -

Cheque Payments (Current Account)					
Date		Reference	Payee	Details	Value
18.04.19	E1	BACS	J Chatterton	Office allowance, mileage March 19	£54.73
18.04.19	E4	BACS	J Chatterton	Clerks Salary April 2019 (DPA 2018)	
18.04.19	E3	BACS	HMRC	Tax & NI Payment clerk (April)	£76.66
18.04.19	E5	BACS	J Chatterton	Office allowance, mileage April 19	£30.43
18.04.19	E2	BACS	WALC	Annual Membership	£844.00
18.04.19	E6	BACS	James Cobbett	Reimbursement of storage shed	£128.95

9.2 Bank Reconciliation 31st March 2019

The Bank Reconciliation up to 31st March 2019 was discussed.

Balance per bank statements as at 31st March 2019:	£	£
	£30,931.80	
		£30,931.80
Petty cash float (if applicable)	£0.00	£0.00
Less: any un-presented cheques at 31 st March 2019		
	£0.00	
	<u>£0.00</u>	
		£0.00
Add: any un-banked cash at 31 st March 2019	£0.00	
Net balances as at 31 st March 2019		<u>£30,931.80</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 31 st March 2019	£24,623.46
Less: Payments up to 31 st March 2019	<u>(£15,194.73)</u>
Closing balance per cash book as at 31 st March 2019	<u>£30,931.80</u>

RESOLVED THAT the Bank Reconciliation up to 31st March 2019 be approved.

9.3 Quarterly Report 31st March 2019

Quarterly Report up to 31st March 2019 was received and discussed.

RESOLVED THAT the Quarterly Report up to 31st March 2019 be approved.

10. Audit Process

The Clerk updated that the documentation for the Audit Process had been completed and given to the Internal Auditor for internal audit. Once this was completed the Parish Council would complete the Annual Governance and Accountability Return 2018 19 at May's meeting.

RESOLVED THAT the update be noted.

11. Election Process

It was reported that the notification had been received from the Returning Officer that the persons whose names appeared below were duly elected as Parish Councillors for Finham Parish Council.

Ann Bush	Paul Davies	Colin Salt
James Cobbett	Angela Fryer	Kate Taylor
Anthony Dalton	Bob Fryer	

The Parish Council therefore had 2 vacancies. These would be filled by co-option.

RESOLVED THAT the Clerk prepare a Co-option form, these would be available from the Clerk.

12. Installation of CCTV (Councillor Cobbett)

No progress.

ACTION: Future agenda item.

13. Task groups & Working Parties**• Highways – Councillor Cobbett**

Nothing to report.

• Kings Hill – Councillor Fryer

It was reported that the Kings Hill Group continued to monitor any plans for Kings Hill, but it was very quiet at the moment.

Highways England had delayed a response on the proposed roundabout and access points onto Green Lane until May. The Kings Hill Group were meeting after the Easter break to discuss this issue.

There had been an ongoing issue with heavy tankers and lorries from Severn Trent using St Martin's Road. Traffic had already increased on local roads which would get worse with the building on Kings Hill.

The Group had contacted Severn Trent and now had a contact to refer all issues to. He had reinforced the instruction that any large vehicles using the plant use the Stoneleigh/A46 route.

The group had been contacted by several residents about the smells from the Severn Trent Plant. The issues had been reported to Severn Trent.

If residents refer any further issues to Councillor Bob Fryer, he would contact Severn Trent.

• Schools – Councillor Mrs Bush

Councillor Mrs Bush updated that along with Councillor Mrs Fryer they had spoken to the Year 6 pupils at the Primary School who had completed the NHP Questionnaire.

These had been imputed onto the website for consideration.

Councillor Burns had collected questionnaire responses from the Senior School pupils, which were passed to Councillor Davies.

• Coventry City of Culture – Councillor Burns

Following attendance at March's meeting, no further progress to report.

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

Reported at March's meeting		Latest figures available	
All crime	(7)	All crime	(8)
Crime types		Crime types	
Anti-social behaviour	0	Anti-social behaviour	1
Bicycle theft	0	Bicycle theft	1
Burglary	1	Burglary	1
Criminal damage and arson	1	Criminal damage and arson	1
Drugs	0	Drugs	0
Other crime	1	Other crime	0
Other theft	1	Other theft	1
Possession of weapons	0	Possession of weapons	0
Public Order	1	Public Order	0
Robbery	0	Robbery	0
Shoplifting	2	Shoplifting	0
Theft from the person	0	Theft from the person	0
Vehicle crime	2	Vehicle crime	2
Violence and sexual offences	0	Violence and sexual offences	1

Councillor Mrs Fryer had attended a Police Liaison meeting on 10th April at Canley Police Station. Sgt Amy Wright had gone through the crime figures for Feb/March for the whole of Wainbody Ward.

Burglaries were down but criminal damage, robbery and vehicle crimes were up compared to the same period last year.

Sgt Wright compared Wainbody Ward with other areas in the City to show that the numbers were low in comparison. However, she emphasised that this does not diminish the affect of crime on the individual.

The police were carrying a lot of work on linking crimes and profiling suspects. For example, one car theft or carjacking would often be used for another crime or multiple crimes.

The public were asked to note number plates, times and report all crimes. This built up a profile and this had led to one person being arrested for a burglary but linked with multiple crimes.

Sgt Wright then went through changes to policing in Coventry. Police were divided into areas and in the restructuring of one area had been disbanded and their work area added to other groups in the City. Whoberley had been added to Sgt Wright's area which now covered Woodlands, Westwood, Wainbody and Whoberley.

There were no additional officers to cover the work. This means that she was not able to send officers to attend meetings or visit schools as they had done in the past. The meeting discussed this issue and she had said that for one off events she would endeavour to send officers to meet with residents.

Councillor Fryer had requested that she made a note of the Finham Festival as this would give the residents the opportunity to meet officers.

Speed Watch was discussed and PCSO Donna would be the contact for arranging a session for Erithway Road.

Councillor Fryer had reminded Sgt Wright that her officers had not visited the Primary School to discuss the new Park Safe Scheme. She would try and arrange this after Easter.

Ruth Khan who organised Street Watch in Finham, reported that everything was going well.

- **NHP - Councillor Davies**

Councillor Davies reported that the responses to date had been very heartening, particularly from the Finham Community Library.

The NHP Survey came to conclusion on Good Friday. The next task would then be to gather together all the written responses from the Finham Community Library, the Green Lane Clinic, St Martins Church and the Finham schools and add them to the website responses for a complete analysis of the wishes of the residents of Finham. It would be interesting to see which items were the most popular.

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

Councillor Cobbett reported that the arrangements were being completed. Representatives from the Neighbourhood Watch and the Police had been invited to attend.

Various local musicians and groups would perform at the Festival and provide background music.

The event would be publicised via flyers, posters and the Chatterbox magazine. Councillor Cobbett would provide details to the Clerk for payment.

Further update at May's meeting.

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

Agenda items May's meeting:

- Joint Newsletter

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

Ladies Evening

The Ladies Evening held at the Library on 9th April had proved a great success. Many had attended and had agreed the event was enjoyable. Thanks were given to Mrs Sheila Bannister for organising the event.

Think before you park

Councillor Sawdon had distributed cards which had been produced by CCC. The card was available to anyone to use. The idea was to leave the card on the windscreen of any vehicle that was parked inconsiderately. The card asked the driver to leave enough space on the pavement for people to get past. Parking over the pavement can force people into the road.

Wheelchair users, pushchairs and those with sight and mobility problems needed more space.

The scheme was called #Thinkbeforeyoupark

Air Pollution

Councillor Sawdon updated that he was still pressing CCC in relation to air pollution and installation of monitoring system.

Defibrillator

Councillor Sawdon asked if the parish council had considered training on the use of the defibrillator once installed. It was confirmed that although the defibrillator could be used in an emergency by anyone who had not received training, the parish council would organise the supplier to deliver a training event. This would also raise awareness of the defib and its location.

Councillor Burns

Councillor Sawdon also thanked Councillor Burns for his contribution to the parish council in the three years he had served.

St Martins Road

This issue with speeding and inconsiderate driving on St Martins Road was raised. Councillor Sawdon suggested that a petition be drawn up. Once completed this was to be sent to the Ward Councillors for progressing.

15. Date of the Next Meeting

The date of the next meeting is scheduled for 16th May 2019.

Meeting closed at 9:00pm

SIGNED BY THE CHAIRMAN
COUNCILLOR PAUL DAVIES

16th May 2019