

Finham Parish Council

Minutes of the Council Meeting held at 7:15pm,
16th May 2019, at Finham Park School, Green Lane Finham

Present:

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

Coventry City Councillors: Councillors Tim Sawdon and Gary Crookes

Residents: 3

In Attendance:

Jane Chatterton, Clerk & RFO

The Chairman opened the meeting and thanked everyone for attending.

16. Apologies

There were no apologies for absence.

17. Declarations of Interest

There were no declarations of interest.

18. Minutes of the Meeting held on 18th April 2019

The minutes of the meeting held on 18th April 2019 were discussed.

RESOLVED THAT the minutes of the meeting held on 18th April 2019 were approved.

19. Matters Arising not listed on the agenda

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

20. Correspondence

20.1 yellow box be put down on the (A45) road

The matter was discussed and noted.

21. Planning

Planning Applications received since the last meeting

Weekly list for the period 15 April to 19 April 2019

21.1 Application Number:	HH/2019/0818
Application Site:	32 Erithway Road
Proposal	Vehicular access and hard surfacing

RESOLVED THAT: No comment.

Weekly list for the period 22 April to 26 April 2019

Nothing to report

Weekly list for the period 29 April to 3 May 2019

Nothing to report

Weekly list for the period 6 May to 10 May 2019

Nothing to report

22. PARISH ENHANCEMENTS**22.1 Noticeboard**

The Clerk updated that Dave Lewis had confirmed that the Noticeboard would be ordered. It was hoped that it would be installed before the Finham Parish Council's Finham Festival taking place on 29th June.

The Engrossment Licence to Occupy had been received from CCC, this was signed by the FRO and would be returned to CCC to progress.

RESOLVED THAT the update be noted.

23. Newsletter

Discussion took place on the new Finham Newsletter, a draft had been produced.

- ACTION:**
- (i) Clerk to circulate the deadline for submission of items for the newsletter to FLAG, FRA, Wainbody Ward Councillors (Monday 27th May 2019).
 - (i) Councillor Mrs Fryer to work with Tony Swann for a crime and NHW article.
 - (ii) Article advertising FPC's Finham Festival to be included.
 - (iv) Newsletter to be distributed week commencing 10th June 2019.

24. Finance

to approve payments: -

Cheque Payments (Current Account)					
Date		Reference	Payee	Details	Value
16.05.19	E7	BACS	J Chatterton	Clerks Salary May 2019 DPA	
16.05.19	E8	BACS	HMRC	Tax & NI Payment clerk (May)	£76.66
16.05.19	E9	BACS	J Chatterton	Office allowance, mileage May 19	£56.53
16.05.19	E10	BACS	J Chatterton	Ink reimbursement	£87.08
16.05.19	E11	BACS	Baginton Store	Newspaper Library	£32.50
16.05.19	E12	BACS	SPS	Payroll Provider	£102.00
16.05.19	E13	BACS	J Chatterton	SLCC reimbursement (partial)	£75.00
16.05.19	E14	BACS	Printworks	Flyers for Finham Festival	£88.00
16.05.19	E15	BACS	Thistle Loo Hire	Toilets for Finham Festival	£360.00
16.05.19	E16	BACS	Louise Best	Internal Audit	£120.00

RESOLVED THAT the payments be approved.

25. Audit Process

25.1. Annual Governance and Accountability Return 2018-19 Part 3

It was reported that the 2018-19 accounts had now been internally audited by Louise Best a competent and independent auditor. Her report was noted.

The Parish Council were required to complete the AGAR Part 3. Part 3 was to be completed by all smaller authorities where either the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; and any other smaller authorities that either were unable to certify themselves as exempt; or had requested a limited assurance review.

The AGAR was made up of three parts, pages 3 to 6:

- The annual internal audit report was completed by the authority's internal auditor.
- Sections 1 and 2 were to be completed and approved by the authority.
- Section 3 was completed by the external auditor and would be returned to the authority.

Documentation that must be sent to the external auditor:

- the Annual Governance and Accountability Return Sections 1, 2 and 3
- a bank reconciliation as at 31 March 2019
- an explanation of any significant year on year variances in the accounting statements
- notification of the commencement date of the period for the exercise of public rights
- Annual Internal Audit Report 2018/19

25.2 Section 1 Annual Governance Statement

The Parish Council completed Section 1 of the AGAR, and Section 1 was signed by the Chairman and Clerk as required.

RESOLVED THAT Section 1 Annual Governance Statement be completed and approved.

25.3 Section 2 Accounting Statements

The Parish Council completed Section 2 of the AGAR, and Section 2 was signed by the Chairman and Responsible Financial Officer as required.

RESOLVED THAT Section 2 Accounting Statements be completed and approved.

25.4 Notice of Public Rights

The Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return of the Accounts for the Year Ended 31st March 2019 was a requirement under the Local Audit and Accountability Act 2014 Section 26 and 27, The Accounts and Audit Regulations 2015 (S1 2015/234).

It was noted that the inspection period must be 30 working days inclusive and must include the first 10 working days of July, therefore the Notice would commence on **Monday 17th June – Friday 26th July 2019.**

RESOLVED THAT the Clerk & RFO prepare the notice to be displayed on the PC website and Noticeboards.

26. Task groups & Working Parties

Reports from Task Group and Working Party leads

- **Highways – Councillor Cobbett**

Councillor Cobbett updated that the Finham Parish signage was being manufactured ready for installation.

- **Kings Hill – Councillor Fryer**

The Kings Hill Group continued to monitor any plans for Kings Hill but it was very quiet at the moment. When the plan was submitted to WDC the timescale for objecting was only a few weeks. Bearing this in mind, the Kings Hill group had developed a format for responding to any proposals that were put forward to WDC Planning. The group had a set of objections and details of problems that could be adapted at short notice.

These suggestions could then be shared with residents so as to support them in writing a response to WDC within the time frame.

There was a growing concern about the effects of air pollution and the group would urge residents to write to CCC expressing their objections to the proposed Bus Gate next to the Primary School.

Councillor Salt and Fryer attended the Bus Champions Forum recently and again raised the concern over the fact that developers stated that the proposed Kings Hill development would have access to an excellent bus service namely the number 9. The Councillors received assurance that at this stage there had been no discussions as planning permission was yet to be granted for the development. The councillors would monitor the situation to ensure that residents retained the excellent service available now.

- **Schools – Councillor Mrs Bush**

Councillor Mrs Bush reported that the children had been working incredibly hard in preparation to take their SATs. Last week the children from Year 2 started their SATs and children from Year 6 were putting their final preparations for their SATs which took place this week.

The school choir performed at the Butterworth Hall at the University of Warwick recently.

The Ground Force Team were preparing to transform the Early Years Outside Area. The group was made up of teachers and parents.

- **Coventry City of Culture**

The previous lead of the Coventry City of Culture had been Peter Burns. A new lead was required.

It was agreed that Councillor Kate Taylor would lead on Coventry City of Culture.

ACTION: Clerk to forward the contact details to Councillor Taylor.

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

Councillor Mrs Fryer reported on the most recent crime figures available. These were for March and were as follows:-

For the whole of Finham there were 20 crimes

10 of these related to the BP garage which meant a total of 10 crimes for Finham.

Reported at April’s meeting		Latest figures available (March)	
All crime	(8)	All crime	(10)
Crime types		Crime types	
Anti-social behaviour	1	Anti-social behaviour	1
Bicycle theft	1	Bicycle theft	0
Burglary	1	Burglary	1
Criminal damage and arson	1	Criminal damage and arson	0
Drugs	0	Drugs	1
Other crime	0	Other crime	0
Other theft	1	Other theft	1
Possession of weapons	0	Possession of weapons	0
Public Order	0	Public Order	2
Robbery	0	Robbery	1
Shoplifting	0	Shoplifting	0
Theft from the person	0	Theft from the person	0
Vehicle crime	2	Vehicle crime	2
Violence and sexual offences	1	Violence and sexual offences	1

The figures from the Finham Neighbourhood Watch site had a comparison of crimes over the last 3 years.

Last 6 months	ASB	Bicycle Theft	Burglary inc Car-Key	Criminal Damage	Drugs	Other Crime	Other Theft	Weapons	Public Order	Robbery inc CJ's	Shoplifting	Theft/ Person	Res. Vehicle Crime	Violence /Sexual	Res. Crime
October 2018	2	0	1	0	0	0	0	1	0	0	0	0	5	1	10
November 2018	1	0	3	1	0	0	0	0	0	0	0	0	0	2	7
December 2018	1	1	0	2	0	2	0	0	0	0	0	0	2	2	10
January 2019	0	0	1	1	0	1	0	0	1	0	0	0	2	0	6
February 2019	1	1	1	1	0	0	0	0	0	0	0	0	0	1	5
March 2019	1	0	1	0	1	0	1	0	2	1	0	0	2	1	10
Previous Rolling 3 years															
Apr 16 - Mar 17	34	0	34	12	1	1	4	0	2	0	0	0	54	17	159
Apr 17 - Mar 18	26	1	34	17	0	1	4	1	2	5	1	0	29	23	144
Apr 18 - Mar 19	14	3	25	10	1	3	4	1	6	1	0	0	29	30	127

Between April 2018 and March 2019 there had been a reduction in burglaries including theft of car keys and robberies. There was a slight increase in bicycle theft (1 up to 3) and public order offences (2 to 6). These figures reflected the hard work put in by Neighbourhood Watch Co-ordinators and the hours spent by Tony Swann in managing, supporting and advising the group of Co-ordinators in the Finham area.

There was a National Neighbourhood Watch Week, 17th to 23rd June and residents would be informed of local events taking place. To maintain the success of the NHW scheme for Finham there was a need to ensure that all areas were represented so if any residents wished to start up a scheme for their street then email joinus@finhamnw.org.uk

The city was divided into sectors, each with its own police personnel. There was a new Sector Co-ordinator for the Finham Sector called Sgt Deborah Walker who would be invited to a PC meeting.

Councillor Fryer had emailed Sgt Wright with the date for the Finham Festival, Saturday 29th June. This would give residents the opportunity to meet officers. Sgt Wright had not sent an acknowledgement yet.

Also, Councillor Fryer had not been given a date for officers to visit the Primary School to discuss the new Park Safe Scheme. When Sgt Wright arranges a date, it was hoped she would attend to gain an understanding of the new scheme.

- **NHP - Councillor Davies**

The responses to date have been very heartening, from the three response points of the Finham Community Library, Green Lane Clinic and St.Martins Church. Additionally, we have collected responses from both the junior and senior schools to gain as complete a profile of opinion as possible.

The Neighbourhood Plan survey period of six weeks came to an end on Good Friday. We have now loaded onto computer all paper responses adding them to the online responses in order to carry out an analysis which will tell us which issues are the most important to the residents, business owners and landowners of Finham.

Next Thursday the group meet again to discuss the next stages for producing a Neighbourhood Plan report which will become the basis for a referendum and once approved can be used to influence the Local Plan of Coventry City Council with the objective of improving the quality of life in Finham.

At this stage I don't want to disclose the findings before we discuss as a group. We will be publishing the findings whilst beginning the report stages.

It may not be easy or indeed possible to carry out all the wishes expressed but we will examine them all and the most popular issues will be given priority.

An approved Neighbourhood Plan carries much more weight when it has been seen and approved by the majority of residents and therefore is less likely to be ignored.

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

Councillor Cobbett updated that the date of the Festival was fast approaching, and plans were proceeding.

Andy Street, Mayor of West Midlands Combined Authority would be opening the Festival.

ACTION: Clerk to contact Coventry Telegraph.

Leaflets had been printed and were being distributed.

46 stalls had been confirmed and an increase on 28 from last year.

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

Speed watch Initiative

ACTION: Agenda item for June. Clerk to investigate the procedure.

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

Kings Hill

Issues raised and concerns expressed from resident who required further information about the development.

ACTION: Councillor Mrs Fryer to provide information.

Highways England

ACTION: Invite to a FPC meeting.

Tony Swann

Tony reported that he had requested that a police traffic car be present at the Finham Festival.

The definition of violent crime was confirmed as:

A violent crime or crime of violence is a crime in which an offender or perpetrator uses or threatens to use force upon a victim. This entails both crimes in which the violent act is the objective, such as murder or rape, as well as crimes in which violence is the means to an end.

377 Green Lane – Planning Permission

Councillor Crookes confirmed that an application had been received that matched the building work that had already been carried out. CCC planning offers were now looking at the application.

Reports had been received of vehicles being driven off the area outside the shops who were not using the on and off drop curb. Anyone who witnessed drivers doing this were asked to report this to Councillor Crookes.

29. Date for the next meeting

Confirm the date for the next meeting as 20th June 2019. The meeting would start at the earlier time of 6:30pm as Mr Colin Whitehouse from CCC was attending to answer questions of the infrastructure for the proposed development on Kings Hill. All were welcome to attend.

Meeting closed at 8:45pm