

Finham Parish Council

Minutes of the Parish Council Meeting held at 7:15pm, 16th May 2024 Finham Primary School

Present:

Councillor Paul Davies (Chairman)	Councillor Ann Bush
Councillor Anthony Dalton (Vice Chairman)	Councillor Kate Taylor
Councillor Angela Fryer	Councillor James Morshed

Coventry City Councillors: Councillor Tim Sawdon and Councillor John Blundell

Residents: 5

In Attendance: Jane Chatterton, Clerk & RFO

440. Apologies

Apologies for absence were received from CCC Ward Councillor, Councillor Heaven.

Councillor Baker was not present.

441. Declarations of Interest:

There were no declarations of interest.

442. Chairman's Update

This is the last time the Parish Council will meet in the Finham Primary School for at least the foreseeable future. Our 20th June meeting will be held in "The Venue" room in the Finham Park School.

Access to the school at the times we need the room will mean there are no security gates.

To access the "The Venue", pass through two open security gates and the room can be found opposite the first car park on the lefthand side when entering the school by the main driveway.

Hopefully, this room will become our new permanent home.

I would like to reiterate some of the comments I made in our first meeting tonight, the Annual Parish Meeting.

Instead of casting doubts on the honesty, integrity and validity of the Finham Parish Council, either attend one of our monthly meetings or send an email.

The Finham Parish Councillors are not here for 'freebies', self-aggrandisement or any type of reward and the suggestion that this is not so is ignorant and grossly insulting.

443. Minutes of previous meetings:

The minutes from the Parish Council Meetings held on 21st March 2024 were received and discussed.

RESOLVED THAT the minutes of the meeting held on 21st March 2024 be approved.

444. Matters Arising

There were no matters arising.

445. Planning

Nothing to report.

446. Correspondence

ACTION: Clerk to circulate the Local Boundary Review to Councillors.

447. Finance

447.1 to approve payments

2023-24

DATE	REF	PAYEE	DETAIL	AMOUNT
22.03.24	E86	J Chatterton	Netnerd Invoice 401842	£59.99*
22.03.24	E87	NEST	Clerk Pension	DPA
22.03.24	E88	James Goodier	Electrical install Defib	£184.85

*inc VAT

2024-25

DATE	REF	PAYEE	DETAIL	AMOUNT
11.04.24	E1	SLCC	Membership Part payment	£100.00
11.04.24	E2	Topsource	Payroll invoice 011154	£20.72*
11.04.24	E3	WALC	Membership	£1,084.80*
11.04.24	E4	P Davies	Expenses	£1.98
16.04.24	E5	J Chatterton	Clerk Salary April	DPA
16.04.24	E6	HMRC	Tax & NI Clerk April	DPA
16.04.24	E7	J Chatterton	Clerk Expenses April	£42.93
16.04.24	E8	J Chatterton	Expenses adjustment	£8.87
19.04.24	E9	SLCC	Reforms to NPPF	£36.00*

*inc VAT

The Clerk updated that subject to the FPC Training Policy she would be attending a training course on the updated legislation in relation to the National Planning Policy Framework (NPPF).

The training was approved.

RESOLVED THAT the payments be approved.

447.2 Bank Reconciliation 31st March 2024

The Bank Reconciliation 31st March 2024 was received and discussed.

Balance per bank statements as at 31 st March 2024:	£	£
	£61,171.18	
		£61,171.18
Petty cash float (if applicable)	£0.00	£0.00
Less: any un-presented cheques at 31 st March 2024	£0.00	
	£0.00	
		£0.00
Add: any un-banked cash at 31 st March 2024	£0.00	

Net balances as at 31st March 2024

Initialled
£61,171.18

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

CASH BOOK

Opening Balance 1 st April 2023 (Prior year Box 8)	£55,541.64
Add Receipts up to 31 st March 2024	£25,660.79
Less: Payments up to 31 st March 2024	(£20,031.25)
Closing balance per cash book as at 31 st March 2024	<u>£61,171.18</u>

RESOLVED THAT the Bank Reconciliation 31st March 2024 be approved.

447.3 Quarterly Report 31st March 2024

The Quarterly Report 31st March 2024 was received and discussed.

RESOLVED THAT the Quarterly Report 31st March 2024 be approved.

448. Audit Process

448.1 Annual Governance and Accountability Return 2023-24 Part 3

It was reported that the 2023-24 accounts had now been internally audited by Louise Best a competent and independent auditor. Her report had been noted.

Extract from the Internal Auditor’s report:

As requested, I have completed an examination of the financial statements and cashbook. In doing so I have verified the bank reconciliation and agreed the cashbook entries to the bank statements. I have also agreed expenditure to supporting documentation and to approval by the Councillors in the Minutes.

I have reviewed VAT on the invoices to cash book entries. The financial statements and cashbook are in very good order.

The Clerk retains accurate records and files supporting documentation in a methodical order. The financial statements are accurate and are supported by underlying financial records and documentation.

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 31st March 2024
- 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 2023-24

448.2 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.

448.3 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.

448.4 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 2024 was a requirement under the Local Audit and Accountability Act 2014 Section 26 and 27, The Accounts and Audit Regulations 2015 (S1 2015/234).

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

449. Defibrillator

It is generally accepted that Finham needs access to more than one defibrillator and the obvious area for a second unit is Brentwood Avenue.

To this end the Chairman had contacted Lakeside Landscapes who show their frontage and logos on one of the shops, but it had been discovered LL are no longer resident on Brentwood Avenue.

At the moment the Chairman was trying to contact the landlord in the hope the FPC can locate a defibrillator on the wall to the lefthand side of the frontage which would be an ideal second location.

450. Petition – grass verges

The Petition had been submitted to CCC.

451. Brentwood Avenue/Hadleigh Road traffic calming

Nothing further to discuss.

452. Task groups & Working Parties

- **Highways – Councillor Morshead**

Nothing to report.

- **Schools – Councillor Mrs Bush**

Year 6 SATS began Monday 13th – Thursday 16th May

Children and staff have been working so hard in the run up to these tests and are prepared to take on the challenge.

Year 2 have been learning all about health lifestyles and have also been learning about the importance of being active and had a lot of fun completing an outdoor exercise circuit.

Year 3 have taken part in photograph lessons and have been working hard to create picturesque images using different features of a camera.

Year 1 have been finding out all about different animals and in science they have learned about the life of a frog.

This week was Walk to School Week and Leasowes Garden Nursery and Miller and Carter kindly agreed to allow their parking facilities to be used.

- **Kings Hill – Councillor Davies**

The only item to report since our last meeting in March is that the South Warwickshire Local Plan timetable that I announced has been confirmed and therefore has not changed.

The SWLP is a combination of Warwick District Council and Stratford on Avon District Council so while these two get their acts together as a joint venture the timetable reflects the processes both councils will have to go through to meet their legal obligations.

I expect the Finham Parish Council to become directly involved again during the Public Consultations currently scheduled for November 24 to January 25.

This latest announcement has highlighted new settlement locations which are indicative and should not be taken as firm proposals.

Indicative list of settlements and locations that may feature in Option 1: Bearley, Claverdon, Cubbington, Depper's Bridge, Grey's Mallory, Hampton Magna / Warwick Parkway, Hatton Station, Henley-in-Arden, Kenilworth, Kingswood (Lapworth), Leamington Spa, Long Marston Airfield, Radford Semele, South of Coventry – Kings Hill, Stratford-on-Avon, Wilmcote, Wood End, Wootton Wawen

Alas, I fear Kings Hill is to become one of the options and therefore it is imperative we ensure that the views and needs of Finham are taken into account and acted upon since this area is the most affected by anything that happens with Kings Hill.

In the latest publication, flood assessments appear to be exclusively associated with rivers and streams and therefore I can only conclude Kings Hill is not considered to be a flood risk, even though WDC have been told repeatedly and with 4,500 houses planned, flooding can only become worse unless measures are taken to increase the capacity of Finham Brook and confirm the Finham Sewage Treatment Works can accommodate normal and heavy rainfall.

As we all know, Kings Hill does flood and with an enormous housing estate built on it without adequate measures put in place to drain away surface water, the situation can only become worse.

Having seen what happens to Finham Brook after the sustained rain we have had recently, it is only right we must highlight our concerns to Severn Trent Water Authority.

Unfortunately, these flooding incidents go unrecorded even though they occur every year 100 yards away from the Finham Sewage Works.

The Kings Hill outcome has to be with our involvement.

At the last meeting of the Warwick District Council Planning Committee held on 16th April 2024, there was nothing shown for Kings Hill.

The next published meeting is scheduled for 21st May 2024, Kings Hill is not on the agenda.

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

The Crime Figures for Green Lane/Finham for March 2024:

Burglary	1
Criminal Damage	1
Other Theft	2
Public Order	1
Shoplifting	2
Vehicle Crime	1
Violence	4
Other Crime	1
Total	13

I attended a Police meeting yesterday, 15th May, and again it was reported that crime remains low in our area.

The University has a PC available to support at the Campus when there are issues.

The number of officers available on any shift remains low and they are called to other areas of the City if there is an incident.

Vehicle left and theft from vehicles remains an issue in our area there are 6 already this month. We would urge anyone with CCTV to join the group run by Tony Swann which is able to provide him with footage which can form a track of a crime. All individual details are secure and only known to Tony Swann. Please contact him if you wish to be part of this network.

tony.swann@finhamnw.org.uk

453. Councillor’s reports and items for future Agenda:

- Bollards outside the BP garage
- Defibrillator

The Chairman suspended the Standing Orders

454. Coventry City Councillors

Councillor Blundell

Street Light update –

At the City Council Cabinet meeting on 20th February 2024, the decision was made to implement part night street lighting as part of the cost cutting measures. Changes to the street lighting will be on a phased approach starting this week and these will be implemented by Ward areas, working from the outside of the city inwards. Wainbody (which includes Finham Parish) will start to see lights switch to part night this week.

Part-night streetlights operating times:

Part-night street lights operating times				
	ON	OFF	ON	OFF
Sunday night/Monday morning	Dusk	Midnight	05:30*	Dawn*
Monday night/Tuesday morning	Dusk	Midnight	05:30*	Dawn*
Tuesday night/Wednesday morning	Dusk	Midnight	05:30*	Dawn*
Wednesday night/Thursday morning	Dusk	Midnight	05:30*	Dawn*
Thursday night/Friday morning	Dusk	Midnight	05:30*	Dawn*
Friday night/Saturday morning	Dusk	01:00	05:30	Dawn*
Saturday night/Sunday morning	Dusk	01:00	05:30*	Dawn*

*The lights will not switch on for these periods during the Summer months as it is already daylight.

All council-operated PFI streetlights are subject to part-night lighting except for certain types of location where they are exempt from part-night lighting and operate all-night. These locations are:

- Ring Road and City Centre
- District Centres
- Canal
- Where there are potential hazards on the highway such as roundabouts, traffic signal-controlled junctions, central carriageway islands, low bridge structures, traffic calming features, road humps outside 20mph zones etc.
- At formal pedestrian crossings (Zebra, Pelican, Puffin, Toucan and Pegasus).
- Areas covered by permanent Local Authority/Police CCTV cameras.
- Areas adjacent to elderly people care homes, sheltered accommodation complexes and A&E departments.
- Lighting adjacent to operational taxi ranks.
- Lighting on public footpaths, alleyways and cycle paths which are located away from roads.

ACTION: Clerk to circulate the schedule to members.

Boundary Review - Recommendations have been published and have to go through Parliament to be finalised. Styvechale remains in Wainbody.

Police meeting - Very disappointing. Wainbody Ward seems to be the poor relation.

Councillor Sawdon

Stones on Grass verges – CCC have been removing stones in the last week. Councillor Sawdon contacted the responsible Officer and asked that as the Petition is live then could he leave the stones alone for the time being. No response received.

Brentwood Avenue/Hadleigh Road

Raised the issue at the March Council Meeting with Cllr Hetherton. Asked Cllr Hetherton why what she had agreed and promised in 2023 had still not taken place.

ACTION: Councillor Sawdon will chase a response.

Broken Bollards outside the BP garage –

ACTION: Councillor Sawdon will chase

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

Advertise the meetings more

Resident asked that the FPC advertise their meetings more. It was confirmed that the meetings were posted on the FPC Facebook page, Pride in Finham Facebook Page, website, noticeboard and those who requested it were emailed a copy of the agendas and minutes.

ACTION: consider a leaflet drop.

Hadleigh Road/Brentwood Avenue

Concerned resident updated that he had continued to correspond with CCC officers including David Keaney and Zara Sultana MP.

Residents had submitted a petition in June 2022, but nothing has happened in terms of traffic calming. David Keaney always responds to emails, but no progress is made. A request has been submitted for the installation of 20mph and the VAS signs.

Residents are desperate to make Hadleigh Road/Brentwood Avenue safe.

Councillor Heatherton made the agreement, but this has not been completed.

456. Date for the next meeting

The date for the next meeting was confirmed as **Thursday 20th June 2024** at Finham Park School, in The Venue.

Meeting closed at 8:10pm