

BREWOD AND COVEN PARISH COUNCIL
WITH BISHOP'S WOOD AND COVEN HEATH

MINUTES OF THE MEETING OF THE COUNCIL HELD IN THE COUNCIL OFFICES,
STAFFORD STREET, BREWOOD
ON THURSDAY, 28 JUNE 2012 AT 7.30PM

PRESENT:

M. Alden-Court, Mr A. Ball, Mrs J. Carr, Mr R. Dakin, Mr D. Evans, Cllr Mrs D.M. Holmes, Mrs J. Jeffries, Mr G.E. Martin, Mr J. Pegg, Mr P. Smith, Dr R.C.H. Taylor, Mrs L. Tomkins, Mr M. Webb MBE.

APOLOGIES:

Mr T. Fellows (work), Cllr M. Hampson (personal commitment).

The Chairman invited those present to congratulate two Members of the Council on significant birthdays; Mr D. Evans (70) and Mr G.E. Martin (80). Members gave a round of applause.

MINUTES:

The minutes of the meeting of the Council and the meeting of the Staffing Committee both held 14 June 2012 were approved as being an accurate record and were duly signed subject to it being noted that Cllr B. Cox had given his apologies for the meeting of the Full Council on 14 June and page 42, item 47 'Wolverhampton Football League' should have read 'Wolverhampton Sunday Football League'.

DECLARATION OF INTEREST:

Dr R.C.H Taylor declared a personal and prejudicial interest in any matters arising with regard to the proposed GP Surgery opposite St Mary's RC Church, Brewood (Dr Taylor advised he would withdraw from the meeting) and in item 41** wording for the new sign at the Jubilee park.

CRIME AND DISORDER ACT:

Section 17 of the Crime and Disorder Act, 1998 places a duty on local authorities to consider the crime and disorder implications when exercising its functions and to do all that it reasonably can to prevent crime and disorder in its area. Unless otherwise stated it was not considered that the resolutions moved herein would have any adverse impact for the purposes of the Crime and Disorder Act.

82. PUBLIC PARTICIPATION:

The Chairman moved that the meeting be adjourned for a period of no more than fifteen minutes to allow any elector of the parish or his/her representative to raise or question any issues appertaining to proper Parish Council business.

Residents of Horsebrook Lane, expressed concern about the proposed development in Horsebrook Lane. Matters raised included extra traffic, the high risk of fatalities at the junction of Bargate Lane and Bargate Street, lack of pavements along Horsebrook Lane, inadequate sewage system, the detrimental effect on trade in the centre of the village and nature of the village. Mr J. Cooper, Brewood Traders Association also raised his concern that the Horsebrook Lane proposal and the Drs surgery proposal on Kiddemore

Green Road would define the village for years to come and that such proposals should not be looked at in isolation.

Mr Bill Gallan of Kiddemore Green Road, representing a number of residents spoke regarding the proposed site for a GP surgery on Kiddemore Green Road. They thought that the site was inappropriate, increasing traffic over the canal bridge.

The Chairman thanked everyone for their input and reiterated that neither proposal was a plan yet. Dr R.C.H Taylor spoke on South Staffordshire Council's land allocation, Core Strategy and Strategic Housing Land Availability Assessment.

MATTERS ARISING:

The Council resolved to bring the following matter forward due to the number of members of the public present to hear item 84 discussed.

84. MTC Planning and Design Limited with regard to work they had been undertaking on behalf of their client J.B. Sands to promote land off Horsebrook Lane, Brewood with South Staffordshire Council as an area of land upon which Open Market and Affordable Housing could be provided. Copy of the cover letter circulated prior to the meeting, site location and draft master plan was tabled at the meeting.

It was resolved that MTC Planning and Design be invited to meet with the Parish Council at some time in the future and that a larger venue would be used for any future meeting relating specifically to this matter to provide better access to members of the local community.

* items appertain to matters arising during 2011/2012, ** to matters prior to May 2011.

41** **Brewood Playing Field Equipment.** Letter received from Mr G. Williamson MP thanking the Parish Council for inviting him to the opening of the new Jubilee park and passing on his 'deep appreciation to the Council for the enormous amount of work that had gone into making what had been a dream a reality'. Email received from Ms C. Fulford, Chairman of Brewood Tennis Club advising that, having received details of the wording for the new sign at the park, the committee would like to suggest the wording 'Welcome to Jubilee Park / Incorporating Brewood Tennis Club' with their lettering in a smaller text and requesting the Council contact them with a final proof. Independent play inspection report awaited. Clerk's Report referred. Donation received from Brewood Fire Service to the value of £425 to cover the cost of the new picnic bench and a plaque recognising the donation - the Clerk was required to source the plaque, wording had been provided by the Fire Service.

It was resolved that:

- **the original wording for the sign would stand other than the word 'incorporating' would be replaced with 'and'. Tennis Club to be advised**
- **the park opening times to remain unchanged**
- **the Clerk write to the householder concerned, once identified, advising of the reports received, reminding them that dogs were not allowed in the park, requesting they ensure no one from the household took a dog onto the park and advising them that for health and safety reasons the Council could only allow authorised access to the playing field via gates managed by the Council and any unauthorised gates to the playing field must be closed off.**

256** **Brewood Traffic Management.** No loading / unloading Stafford Street – email received from Mr D. Wright confirming that although an objection was received as a result of the original consultation, the Traffic Order was subsequently approved by the Traffic Manager who had the final say under the Traffic

Management Act. The email further reported that given his duty to ensure the free flow of traffic on the network he ruled that the objection was overruled and the Order would proceed. Mr Wright had also confirmed the yellow lines concerned would be repainted primrose yellow as required in the Conservation Area. The Clerk tabled a spreadsheet summarising actions being pursued by the Traffic Management Working Party as per the previous resolution. Clerk's Report referred.

It was resolved that the Clerk take responsibility for arranging all future meetings of the Council, its committees and working parties.

183a*/165* **Coven Heath Allotments Association.** Meeting held with Mr and Mrs Bristow. A copy of the letter sent to Mrs Bristow summarising the matters discussed and the action agreed circulated prior to the meeting. Mrs L. Tomkins reported that there was still a 600 gallon tank on allotment 5. A meeting to be scheduled to prepare a report summarising the site visit of 27 June.

Matter of report.

465b* **Coven Heath Village Stone.** Copy correspondence received from M. Hampson, representing Brewood and District Rotary Club, to Mrs L. Tomkins, copy circulated prior to the meeting. Clerk's Report referred. It was reported that previously several areas in the Rotary district did not get stones because no members of the Rotary were in those areas at the time. Mr J. Pegg advised that Mrs L. Tomkins should contact John Cooper (the original instigator with Rotary of the stones) who was president this year to see if the matter could be resolved.

Matter of report.

45. **Broadband Champions.** Clerk's Report referred. Copy of the 'Staffordshire Broadband Demand Survey' circulated prior to the meeting. Copies of the proposed flier supporting the initiative were tabled at the meeting.

It was resolved that: the Parish Council would champion Superfast Broadband as requested by Staffordshire County Council; the fliers supporting the survey and including the Village Times logo be approved; the Council undertake all photocopying and work with Mr J. Bate of Village Times in promoting the survey in Brewood; local organisations be contacted to assist with supporting the initiative by cascading to others in the Parish - Village Halls, Civic Society, Women's Institute, etc.

56. **Code of Conduct.** SPCA forwarding papers from NALC forwarding a template Code of Conduct for the Council to consider and details concerning the register and declaration of pecuniary interests which Members would be required to adhere to from 1 July 2012. Copies circulated prior to the meeting. Template from South Staffordshire Council received too late for the meeting – Clerk's Report referred. Meeting, previously approved, to be scheduled to consider the templates received and report to Council.

It was resolved that the meeting of Mrs J. Jeffries, Mrs J. Carr and Dr R.C.H. Taylor be scheduled for 5 July at 6.30pm.

68. **Summer SUSSED.** A request for six sessions at the village halls had been submitted to South Staffordshire Council; two sessions to be held in each of Bishops Wood, Brewood and Coven. Clerk's Report referred. **Matter of report.**

79. **Sandy Lane, Tree Works Consultation** With the agreement of Dr R.C.H. Taylor, reply sent stating *'Whilst the Members of the Council are not experts in this field it is felt that the trees concerned are healthy trees and their removal is proposed as a matter of convenience rather than necessity. Members believe this is not normally a reason for trees in the Conservation Area being removed.'* Mr Does had replied that whilst Parish Council's were not formal consultees he was happy to include / take account in his report any comments received.

Matter of report.

79b. **Proposals for Brewood G.P Surgery.** (31 May – Urgent Correspondence) Copy correspondence received from Mr C. Spencer, Brewood to Mr S. Winterflood, Chief Executive, South Staffordshire Council with regard to the possible provision of a small area of parkland adjacent to the proposed development, copy circulated prior to the meeting. Email received from Mr G. Gould raising his concern at the location of the patient drop-off point and making an alternative proposal; copy circulated prior to the meeting. He had already submitted these details as part of the public consultation. Dr Taylor left the meeting while this matter was discussed.

It was resolved that the Parish Council take an active part in raising awareness of the local community with regard to the Local Development Framework, Core Strategy and SHLAA. It was further resolved that the Clerk reply to Mr Gould advising him that his comments had been noted and would be taken into consideration when the planning application was received. Clerk to also reply to Mr Spencer noting his recommendation.

MATTERS ONGOING:

279* **Council Offices.** M. Alden-Court gave notice that she intended to withdraw as a member of the Working Party.

It was resolved a meeting of the Working Party be scheduled for 6.00pm on 5 July.

42 **Engleton Lane Development, S106.** Mrs J. Jeffries advised that she would follow up this matter.
Matter of report.

306. **Parking, Sunset Close, Coven.** The Clerk reported that Ms H. Wallet was leaving South Staffordshire Housing Association the following week. M. Alden-Court advised that residents needed to write again as individuals to SSHA regarding the parking matter as she understood there were no longer any objections. Previously there had been two objections which resulted in no action being taken.

It was resolved that Mrs J. Carr follow the matter up with Mrs Millward and other residents as appropriate.

Fairground Rides, Four Ashes. It was reported that further equipment had now been added to the site.
Matter of report.

CORRESPONDENCE RECEIVED:

83. Penkridge Parish Council inviting the Chairman to the Civic Service and Reception on 1 July. The Clerk reported that she had replied advising that neither the Chairman nor the Vice Chairman were available to attend.

Matter of report.

84. MTC Planning and Design Ltd. Land off Horsebrook Lane. This matter was taken after Public Participation earlier in the evening.

85. Staffordshire Police Authority enclosing a copy of their bulletin 'Transition Update' providing details concerning the transition from Police Authorities to Police and Crime Commissioners, copy circulated prior to the meeting.

Matter of report.

86. Staffordshire County Council Pensions Services enclosing a questionnaire concerning auto-enrolment, to be introduced for all employers from 1 October 2012 – different employers will have

different dates on which to comply based on employee numbers. The Clerk reported that the Council would not be affected until 2014 and currently all applicable employees were already in the LGPS.

Matter of report.

87. Staffordshire County Council Pensions Services providing details of where the proposals for the 2014 LGPS could be found and enclosing a payslip insert to be circulated to employees.

Matter of report.

88. SPCA advising that requests for legal advice from NALC would take 15 working days to turn round. Ms D. Wakefield, Chief Executive, SPCA advised that she intended to take this matter up with NALC as she felt this was unacceptable.

Matter of report.

89. South Staffordshire Council seeking confirmation of Members' contact details. The Clerk had replied.

Matter of report.

90. Staffordshire Fire and Rescue Service First Aid Awareness Course to be held at Brewood Fire Station on 21 July in association with Brewood and Coven Community First responders, the British Heart Foundation and West Midlands Ambulance Service. The course would cover CPR, the recovery position and choking bleeding and would be run over 3 sessions at 10am until 12 noon, 12.15pm to 2.15pm and 2.30pm to 4.30pm. Booking required on 07985777012.

Matter of report.

91. South Staffordshire Council providing details of three new Enterprise Clubs scheduled to 'provide guidance and support to get business ideas off the ground. Free to attend at: Wombourne Library 10am – 12 noon fortnightly from 4 July; Bilbrook Children's Centre 12 noon to 2pm fortnightly from 5 July; Perton Library 2pm – 4pm second and fourth Friday of the month from 13 July. Details to be circulated to Parish notice-boards as space allowed.

Matter of report.

92. Trustees of the Canal & River Trust enclosing an invitation to celebrate the creation of the Canal and River Trust at Ellesmere Yard, Birch Road, Ellesmere 10am to 12 noon, rsvp by 22 June.

Matter of report.

93. **CORRESPONDENCE CIRCULATED:**

South Staffordshire Council notice of the following meetings: Overview and Scrutiny Committee held 19 June; Audit Committee to be held 26 June.

SPCA / NALC Updates: Business and Broadband grant applications; new standards for local councils; Rural Community Broadband funders reopens; Electoral Commission – confusion over neighbourhood plan questions; parish council bodies propose plan for auditor procurement.

Staffordshire County Council Community Watchdog Scheme – District Forums; Forum Queries April 2012.

Brewood Civic Society minutes of the meeting held 18 June and copy correspondence sent to the landlord of The Swan and with regard to planning applications: Ms S. Poxon South Staffordshire Council 12/00257/FUL 72 Oak Road; Ms S. Poxon 12/00457/FUL 3 High Green; Mr S. Dores 12/00498/TREE

land at Sandy Lane; Ms A. Willis Core Strategy Public Examination; Mr D. Wright – road lining during June.

Your Staffordshire; Wolgarston High School Newsletter.

94. **COUNTY COUNCIL REPORT:**

There was no report received from County Councillor R. Roberts O.B.E.

95. **CHAIRMAN'S REPORT:**

The Chairman Mrs J. Jeffries reported that she had attended the arts, crafts and photography exhibition at St Dominic's School and was impressed by the high standard of the work exhibited; she commended the Head of Art. She had also attended the South Staffordshire Council Civic Sunday at Wombourne where both local MPs were in attendance. Mrs Jeffries had taken the opportunity to invite Mr Lefroy to attend a future meeting of the Council as MP for Staffordshire including Bishops Wood.

96. **FINANCE REPORT:**

The Council received the Finance Report and resolved the following matters:

- The Income and Expenditure Approvals list as of 28 June Expenditure £6,951.10 Income £873.57, **be approved** including salary payments covering standard hours plus:
 - Clerk 10.5 hours (4 meetings and 1 seminar) and 9.75 hours (Brewood Park Project Management)
 - Assistant Clerk 2.25 hours (1 meeting) and 4.5 hours (additional hours incurred covering annual leave of the Clerk in June)
- The quotes were considered to: print the Parish Newsletter; print A5 fliers which were to be distributed with the Parish Newsletter (seeking the community's views with regard to the Staffordshire County Council Energy Conservation Initiative and the option for the Parish to opt for 'part night street lights'); have the newsletters pre-folded. Clerk's Report referred. **It was resolved that the quotes for £240, £154 and £70 respectively from Sorted for 3,400 copies of each, excluding VAT be approved and that the Newsletter be forwarded to M. Alden-Court, Mrs J. Jeffries, Mr P. Smith and Mrs L. Tomkins for proof reading and approval. It was also felt the newsletters would be delivered well before 31 July.**
- The cost of delivering the Parish Council newsletters at cost of £110 each for Brewood (Brewood Civic Society) and Coven (Delivery Fund) and £30 each for Bishops Wood (Ms B. Cumming subject to confirmation) and Coven Heath (Community Association) giving a total of £280, **be approved**
- The cost of posting the newsletters of £108.50, second class post, **be approved**. Members confirmed they wished to post out the same number of newsletters. Members were also asked to consider whether they knew anyone in Slade Heath who may undertake delivering newsletters.
- The cost of up to 10 additional hours for the Assistant Clerk to undertake urgent work prior to and after taking annual leave, the Clerk reported she had discussed this option for managing the urgent work with the Assistant Clerk, **be approved**.

The Chairman moved the suspension of Standing Order 44 to allow the meeting to continue beyond 9.30 p.m

- The renewal of the Council's subscription to South Staffordshire Tourism Association at a cost of £40. **It was resolved that the subscription would not be renewed.**

External Audit – query received with regard to an apparent discrepancy between the auditor's record of the Council's outstanding loans and the information submitted on the Annual Return. Reply emailed referring to the auditor to Note 9 on the supplementary notes which showed the outstanding loans also included an interest free loan with South Staffordshire Council.

Matter of report.

97. **PLANNING REPORT:**

The Council received the Planning Report from the Head of Planning, Dr R.C.H. Taylor and considered the planning applications received.

98. **CLERK'S REPORT:**

The Council received the written report of the Clerk and noted the following matters:

- **Bishops Wood swings It was resolved cable ties be fitted above the cradle swings.**
- **Village Agent** Jan Wright had agreed to attend the next meeting of the Council, subject to availability, and speak under Public Participation. The Village Agent to arrange a separate meeting with the Clerk
- **Staffing Committee Meeting It was resolved that a day time meeting be scheduled when all members of the Staffing committee were available, avoiding Tuesdays and Fridays. Clerk to contact members of the Staffing Committee to agree a date on or after 23 July once the Clerk was able to confirm her availability.**
- **BPSA Committee.** The Clerk reported that Mr D. Evans had advised that he wished to stand down from the BPSA. **It was resolved that Mr R. Dakin be appointed to replace Mr Evans.**
- **New Councillor Training.** No members wished to attend.
- **Royal Ordinance Site Cat and Kittens Lane.** It had been noted in the press that the site was now to be developed for manufacturing rather than storage. **It was resolved that the Clerk write to South Staffordshire Council asking that they keep the Parish Council informed of any developments with regard to planning applications at the site.**

99. **DISTRICT COUNCIL REPORT:**

The Council received the report of the District Council and noted the following matters:

Cllr Mrs D.M. Holmes reported that:

- South Staffordshire Council was reviewing caravan sites in the district; checking licences and conformance to agreements with the support of Fire & Rescue, the Police and Trading Standards.
- A new website had been launched promoting a healthy lifestyle.
- The annual walking festival was under way until 10 July.
- There were additional modifications made to the Core Strategy which was under consultation until 8 August.

- There had been a two week campaign on dog fouling focussing on several key problem villages.
- A letter of enforcement had been sent to the owners of Croft House.

Cllr B. Cox reported that there was a new Chairman of the Council and that Cllr Cox was still the Chairman of the Regulatory Committee. He had recently chaired a presentation regarding the Community Infrastructure Levy which was extremely important and very complicated legislation which would make an enormous difference to local authority funding. He advised the Council to respond to the CIL consultation when it became available.

ANY OTHER MATTERS OF REPORT:

100. **Skateboard Park, Bishops Wood.** Mr J. Pegg reported that the Bishops Wood Village Hall Management Committee was concerned regarding the skate park and asked if it could be moved into the playing field. Mr Pegg was advised to ask that the committee put the request in writing.

101. **Planters in Bishops Wood.** Mr J. Pegg reported that the Village Hall Management Committee had received a grant of £5,000 and there had been a proposal to place planters of herbs around the village for community use. Mr Pegg was advised to contact Highways for advice on siting planters on grass verges.

There being no further business the meeting closed at 10.00 pm.

..... Chairman.

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 28 JUNE 2012**

MATTERS ARISING

41 Brewood Playing Field Equipment**

- The original wording approved by the Brewood Park Working Party, of which the Tennis Club was subsequently advised, was **'Welcome to Jubilee Park Brewood // Incorporating Brewood Tennis Club // Open to the Public all Year Round'**.
- The Independent Play Inspection report arrived this week but failed to mention the concerns the inspector had discussed with me the weekend of the inspection; it also failed to report known faults from the last inspection that were still to be addressed. Having discussed this with Digley Associates they have revisited the report blaming an admin. error. I am now in receipt of the updated report which highlights the risk of children running from the slide in an arc in front of the cradle swings, missing caps, twisted chains and the incorrect tension on the zip wire (as highlighted to Playdale before they even left the original installation). I will forward the report to Playdale and recommend a site visit to discuss the solution to the swings / slide risk – Digley Associates recommend a barrier is installed; I am not convinced there is room if you allow for children jumping off the swings and will take advice. Further matters to be forwarded to Playdale: clear plastic sheet still on two sides of the Jupiter to be removed; safety mat cracked and lifting under rota-bounce; safety surface unsupported under part of the zip wire. 50% of the final payment (which was 50% of the total cost) has been withheld.
- Further to the incident involving Mrs Pearce in May damage has since occurred to one of the changing rooms windows. PCSO Price believes the cause is likely to have been a stone and although the window is damaged in three places, the pane is only just about pierced in one instance. The Tennis Club has arranged for the window to be replaced, at a cost thought to be £50 (to be confirmed). I understand the Assistant Clerk has got a crime number although our excess is likely to mean an insurance claim is not appropriate. PCSO Price has said he will continue to visit the site as and when he can to monitor the situation.
- Last Monday evening the contents of one of the new bins was set on fire, youths burnt off the rubber bungs on the underside of the skateboard ramp, graffiti on the play tree-trunk and burnt areas on the new picnic table and one of the safety barriers. The caretaker called the fire brigade because she was concerned in case anything had been left smouldering that would cause a problem later and advises that the incident happened around 10pm as she went to lock up. The rubbish bin was undamaged. The caretaker had been advised the Police would return on Tuesday afternoon to take a statement but as at Wednesday no one had arrived. PCSO Price visited the office again and asked that the Council consider closing the park at 9.30pm in the summer months. The caretaker has concerns with regard to being able to get children and the other young people to leave the park if the tennis club members are still playing. **Members' views.**
- We have also received reports of a local resident accessing the playing field through a garden gate with their dog. Although I am advised she has been asked not to do this the problem continues. We are currently trying to ascertain the address of the property concerned.
Recommended resolution: the Clerk write to the householder concerned advising of the reports received, reminding them that dogs are not allowed in the park, requesting they ensure no-one from the household takes a dog on to the park and advising them that for health and safety reasons the Council can only allow authorised access to the playing field via gates managed by the Council and any unauthorised gates to the playing field must be closed off.

256** **Brewood Traffic Management** In the light of recent experience it is recommended all formal meetings of the Council and its committees and working parties are arranged through the Clerk in the future. **Members are asked to approve the recommendation.**

465b* **Coven Heath Village Stone** Mr F. Barrett has confirmed that the stones had been given to the other villages prior to his joining the Council in July 2005 but that he did raise his concern that Coven Heath had been overlooked with Cllr Hampson at a meeting of the Full council who advised there was no further funding available.

45. **Broadband Champions** At short notice I attended the County Council Broadband Champions meeting last week (reference the agenda of 14 June) and agreed to either be a champion on behalf of the Parish subject to the approval of the Parish Council or if this was not supported then as an individual for Bishops Wood. The presentation and workshop I attended (having raised the matter with the Chairman) clearly stated that the supply of Superfast Broadband would be demand led with their chosen supplier meeting the needs of commercially viable areas of the County leaving the County funding, match funding by the Government, to meet the needs of the remaining areas. The level of demand would be ascertained by the number and nature of completed surveys received. The closing date has been extended to 31 July. If Members wish to support this exercise then clerk to report further with regard to the possibility of: fliers, posters, photocopying, cascading to further champions in the village organisations to encourage others to complete the survey, Village Times support - example. Beyond the survey it was also hoped champions would help to spread the use of Broadband and access to the internet to a wider community – this can be considered at a later date.

Members' views.

56. **Code of Conduct** Confidential email received from Mrs L. Robinson, Head of Governance & Scrutiny Services (and Monitoring Officer), South Staffordshire Council and providing a draft of the SSC Code of Conduct to be considered for adoption by SSC on 17 July and a draft Register of Pecuniary Interests form. Having spoken to Ms Robinson I am advised that the Council needs to adopt a Code of Conduct on or after 1 July and Declarations of Pecuniary Interests then need to be registered within 28 days of the Code being adopted. **In view of the information now available I recommend the meeting previously agreed now be scheduled for Mrs Jeffries, Mrs Carr and Dr Taylor to consider the information available with the Clerk and make a recommendation to Full Council at the first meeting of the Full Council to be held in July.**

68. **Summer Sussed** The requested sessions and dates have been booked providing cheerleading, street dance, combat, athletics and dodge ball. Marketing material awaited. In opting for the Aspire solution I believe it is unlikely we will have to take on much more work than usual and should not therefore need to fund extra hours from the sussed budget.

Matter of report.

MATTERS ONGOING

279* **Council Offices** Meeting of the Working Party to be scheduled. Copies of the quotes received to be copied to Members of the Working Party for consideration and a recommendation to be made to Full Council. **Date to be arranged, as a starting point Members concerned may wish to consider Thursday 5 July.**

CORRESPONDENCE RECEIVED

84. The proposals for Horsebrook Lane have created much interest in the local community and activity in the Council offices. Whilst a matter of concern to local residents it has created an opportunity to

raise awareness of the Local Development Framework, Core Strategy and most significantly the Strategic Housing Land Availability Assessment.

With this new level of interest, the concerns of the traders and the public consultation in the autumn on the SHLAA Members may we wish to make the most of the momentum that is being generated and engage with the community and stakeholders, particularly as representatives of the Brewood Ideas Group will be meeting Members on 12 July. Although Kelly Harris of South Staffordshire Council is on leave this week I have emailed inviting her to come and talk to the Council, and one or more representatives of the Civic Society, as previously resolved. Members may wish to also invite one or more representatives of the Traders Association to the BIG presentation.

Members' views.

FINANCE

Newsletter

- Quote received from the Council's usual supplier Sorted to print 3,400 copies of the newsletter at a cost of £240 exclu VAT and 3,400 A5 fliers to enclose a public consultation on night lighting at a cost of £154 exclu VAT. I am currently awaiting a quote for the cost of having the newsletters pre-folded to A5 size. For a further £70 the newsletters can be folded to A5 size.

Members' are asked to approve the cost of printing the newsletters and fliers and to consider the extra cost for folding.

- **Members are asked to consider a means by which the draft newsletter can be approved as soon as possible, without waiting for a meeting of the Council.**
- **Members' views are sought as to the likelihood of the newsletters (with A5 fliers) being delivered before 31 July if they are available from the printers by Friday 5 July - the newsletter currently seeks support to complete the Superfast Broadband Survey by 31 July.**

OTHER MATTERS FOR THE CLERK'S REPORT

Bishops Wood Swings Wicksteed have advised against using the bird deterrents involving strips of plastic spikes and cones but recommend trying cable ties fitted so the end of the tie sticks up.

Recommended resolution: the Clerk arrange for cable ties to be fitted to the cradle swings in Bishops Wood and review their effectiveness in due course.

Concern has also been raised with regard to birds entering the playhouse – the fitting of windmills to the playhouse is being investigated. **Matter of report.**

Village Agent I have emailed our new Village Agent Jan Wright inviting her to attend a future meeting of the Council to introduce herself if she wishes to do so and to meet with me to discuss what opportunities exist to work with the Council. Unfortunately the phone number provided by South Staffs Council goes through to a care home and I am not the first to call apparently.

Workload As Members are aware, workload and the hours available to the staff to manage it has been a problem for some time – it has been raised as an issue by the internal auditor for the last two years and was the subject of previous internal reports before this. A number of initiatives and processes have been implemented to optimise the time we have available to us but evidence shows a problem still exists. I am just finalising a report, in my own time else it would never happen, which summarises the factors that impact the time available and the measures taken to date. I feel this report is important to support Members in coming to a decision when considering the matter of workload / hours and being able to justify to a member of the public the basis of any decisions made.

Recommended resolution: a meeting of the Staffing Committee be scheduled.