

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, 13 DECEMBER 2012 AT 7.30PM**

PRESENT:

M. Alden-Court, Mrs J. Carr, Mr R. Dakin, Mr D. Evans, Mr T. Fellows, 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, Mr P. Webster.

IN ATTENDANCE:

Cllr B. Cox.

APOLOGIES:

Cllr M. Hampson (meeting).

MINUTES:

The minutes of the meeting of the Council held 29 November 2012 were approved as being an accurate record and duly signed.

DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION:

There were no declarations of interest or requests for dispensation as required under the Code of Conduct, received from Members.

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. To be considered and minuted against each item as appropriate.

316. **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.

Mr P. Mullard reported that the manhole cover in The Orchard had still not been repaired. The Clerk advised that the matter had been passed to BT. Mr Mullard also reported that the sign in Bargate Lane had still not been replaced.

Mr Millard enquired as to why South Staffordshire Council's Site Allocation consultation had been postponed. Cllr B. Cox explained that Cllr Billson, Cabinet Member for Strategic Services, had sadly died unexpectedly and that, with regard to the draft documents, modifications were also required to take account of recent planning permissions, hence the delay.

MATTERS ARISING:

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

41** **Brewood Playing Field.** Final payment received from Veolia.

Matter of report.

256** **Traffic Management, Brewood.** Clerk's Report referred. Mr D. Evans requested that the Council reconsiders the possibility of a one-way system in Brewood and that the Brewood Traffic Management Working Party talk to representatives of the emergency services and other interested parties with a view to taking a serious look at managing the traffic in Brewood. Consideration was also given to whether the Brewood Traffic Management Working Party should be redefined to include representatives of the other three wards of the Parish in order that the wider traffic management issues of the Parish could also be addressed.

It was resolved that: Members of each ward would meet separately to consider issues and recommendations with regard to traffic management relevant for their ward; Members would then work as one group when meeting with officers of Staffordshire County Council. It was further resolved a meeting of the Brewood Traffic Management Working Party be arranged after Christmas.

79* **Veolia.** Minutes of the Community Liaison Group meeting held 19 September and the agenda for the meeting held 5 December forwarded by Mr P. Sanders were available from the Clerk at the meeting.

Matter of report.

237b* **Data Transparency.** Bulletin received from NALC via the SPCA advising of the Government's consultation on making regulations to require local authorities to publish data falling within certain descriptions of information specified in the Code of Recommended Practice (issued 29 September 2011). This would apply to local councils with an annual budget spend or income of £200,000 or more. The Code also specified the manner and form that such information should be published in.

Matter of report.

286* **Bus Shelter, School Lane, Coven.** Mrs J. Carr reported that 85.5% of 28 forms returned were in favour of a bus shelter and 79% of the 28 who responded were in favour of a bus shelter. 55% preferred a shelter on the east of School Lane travelling towards Wolverhampton, 25% on the west of School Lane towards Stafford, 15% did not mind which side it was situated and 5% did not want a bus shelter. Coven Members recommended a cantilever shelter be erected on the east side of School Lane (travelling towards Wolverhampton). Clerk's Report referred.

It was resolved that, subject to the approval of Highways and quotes being sourced for consideration of the Council, a cantilever style shelter be erected on the east side of School Lane (travelling towards Wolverhampton). Details to be published in the next Parish newsletter.

56. **Code of Conduct.** Email received from South Staffordshire Council forwarding a copy of the presentation handouts from the recent training sessions for those Members who were unavailable to attend. These had been forwarded to the Members concerned. The training would be repeated in the late spring of 2013.

Matter of report.

171. **Parish Guide.** The Guide was available for delivery. Members were asked to consider withholding the guide until it could be delivered to every household in the parish with the next Parish Council newsletter which would be due towards the end of January once the date for the Site Allocation consultation, associated meetings and Parish Council workshops had been confirmed. Clerk's Report referred. Mrs J. Jeffries also asked Members to advise the Clerk of any articles for the next newsletter.

It was resolved that delivery be deferred until information was received from South Staffordshire Council regarding the site allocation consultation; to be reviewed at the end of January if consultation dates still not available. The results from the photography competition to be included in the newsletter.

225. **Composting Site, Lawn Lane** Reply received from the Environment Agency, copy circulated prior to the meeting. Mrs L. Tomkins reported that there was not a problem at the moment due to the time of year however problems would begin again in spring 2013.

It was resolved that Mrs Tomkins contact Gavin Williamson MP again in order to gain his support.

238c **Winter Parish Summit.** Delegates' handout received from South Staffordshire Council. Copies were available from the Clerk on request. Mr G. Martin to forward the office copy to Dr R.C.H. Taylor.

Matter of report.

270. **BPSA.** Members to consider the renewal and possible extension of the BPSA lease, deferred from the meeting of 8 November. Mr M. Webb reported that the BPSA was under considerable financial strain and relied on himself and others for voluntary support. The BPSA were working with SSCVA to source grant funding but would require a twenty-five year lease.

It was resolved that the Clerk ascertain through the SSCVA if a letter of intent from the Council in support of a twenty-five year lease would be sufficient to enable the BPSA to apply for grant funding. Members also recommended that Mr Webb work with Dr T. Wynne-Jones and the SSCVA to identify what voluntary support the BPSA currently relied on and the hours / equivalent costs of such support with a view to drafting a business plan to support any future grant application and to also enable the Council to better understand the requirements of the Association.

282* **Council and Community Web Site.** The Council's photography competition had been judged and Mr T. Fellows announced the winners. Results to be included on the website. Mr Fellows to organise the prizes; framed prints of the winning entries for them to keep. The Council thanked Mr Fellows for all his hard work in organising the competition.

It was resolved that the Clerk write a formal letter of thanks to the two judges from Tettenhall Wood Photographic Club for judging the competition. Mr T. Fellows to contact the winners and supply the Clerk with an address for the Club.

158a **Health and Safety, Coven Changing Rooms.** The Council's handyman to review the risk assessment report received from Kingfisher and make a recommendation for appropriate procedures to address the points raised in the report for the Clerk to consider. Clerk's Report referred.

Matter of report.

296. **Ash Die Back.** Mr S. Dores, South Staffordshire Council forwarding a poster and pictorial guide to aid the identification of the disease.

It was resolved that copies be laminated and displayed on Council notice-boards and a link to the Forestry Commission website to be included on the Council website.

308. **HMP Featherstone.** Report received from Cllr M. Hampson of the meeting held 30 November. Copy circulated prior to the meeting. Clerk's Report referred. Mr D. Evans expressed concern that the whole of Featherstone prison may become open and house Category D prisoners.

It was resolved that Cllr Hampson and Gavin Williamson MP to be thanked for providing Members with reports of the meeting.

MATTERS ONGOING:

Members received the Matters Ongoing report circulated prior to the meeting and considered the items included on the Clerk's Report.

301** **Queen's Diamond Jubilee** Clerk's report referred.

It was resolved that the Bishops Wood trees be listed without further delay and Members would advise the Clerk of any further details and names of individuals to be included on the Woodland Trust tree register.

CORRESPONDENCE RECEIVED:

317. Bulletin received from the Society of Local Council Clerks and email received from NALC via the SPCA, with regard to the Government's decision to not exclude local Precepting bodies (including parish councils) from the reduced Council Tax Base arising from the localisation of Council Tax Benefits. Government will expect billing authorities (South Staffordshire Council) to work with parish councils and provide them with a share of the Government grant provided to compensate in part for the reduction in the Council Tax Base; there will be a 10% shortfall on the forecast subsidised council tax benefit expenditure for 2013/14. An update had been requested and received from South Staffordshire Council. Copies of related papers were circulated prior to the meeting. This would delay this Council finalising its budget and precept demand for 2013/14 assuming it would, as usual, wish to consider the precept demand based on the impact on a Band D property.

Matter of report.

318. Staffordshire County Council providing details of the work to be undertaken to resurface Stafford Street, Brewood week commencing 7 January 2013. Details displayed on the Council's notice-board and website. Copy circulated prior to the meeting. Mr G.E. Martin was concerned that the previous recommendation to put a chicane or raised kerb outside the Spar had been overlooked.

It was resolved that the Clerk contact Highways to establish whether or not either of these would be included in January.

319. Ms C. Shilton, Assistant Corporate Policy Officer, South Staffordshire Council advising that the Policy and Partnerships team would be contacting parish council's throughout the year to maintain up to date councillor details and dates of scheduled meetings of Councils to avoid clashes with events being organised by South Staffordshire Council. Details were also sought as to Members' preferred means of receiving invitations to meetings etc, for example: by email to the Clerk who would then disseminate to parish councillors and collate responses; by email to personal email addresses; by post to parish councillors and to the Clerk.

It was resolved that invitations to meetings etc be received by email to the Clerk who would then disseminate to Members and collate responses. Clerk to advise South Staffordshire Council accordingly.

320. Mike Maryon, Cabinet Members for Highways and Transport forwarding details of the Community Focus for Ice Busters. Copy circulated prior to the meeting.

It was resolved that members of the public would continue to act as and when they felt the need arise, as in previous years, rather than be asked to formally commit to spreading grit for Staffordshire County Council as volunteers.

321. Ms D. Malley, Town Clerk, offering her independent services as a payroll administrator.

Matter of report.

322. Staffordshire Pension Services forwarding copies of the 'Short Guide to the Local Government Pension Scheme' for new employees, updated with regard to Automatic Enrolment. Also received – Pension Services Employer Update newsletter.

Matter of report.

323. Diamond Fire Extinguishers forwarding a copy of the Council's Certificate of Maintenance of its office based fire fighting equipment. Training in the use of fire extinguishers was available free of charge off-site – travelling expenses would be incurred.

It was resolved that the Clerk ascertain whether a representative of Diamond Fire Extinguishers could provide training free of charge at the Parish Council offices.

324. Ms S. Venables, Staffordshire Commissioning Support Services enclosing a 'Choose Well' poster to assist people in choosing the right place for treatment. Postcards promoting 'Choose Well' were also available and further support was sought with regard to the possibility of articles being included in the Parish newsletter, links on the Council's website, Facebook posts and taking part in community events.

It was resolved that the Clerk reply requesting postcards for the Council's reception, offering to include any links they may wish to provide on this Council's website but advising space in the Council's newsletter tended to be limited.

325. Ms A. Millard, Housing Needs Manager at Trent & Dove Housing, 'Lead landlord for the East Staffordshire Housing Register' seeking support to display details of their property availability on Council notice-boards, web site and newsletter – this information to be updated weekly.

It was resolved that the Clerk reply that the Council did not feel able to assist on this occasion and requesting the Council be removed from its mailing list.

325a Crime and Anti-social Behaviour -November report. Clerk's Report referred. Dr R.C.H. Taylor advised that he would review the figures in one month's time.

Matter of report.

325d My Place My Say meeting (formally the Pact meetings), Clerk's Report referred.

Confirmation of those Members wishing to attend will be sought at the first January meeting of this Council. Details to be included on the Council's web site.

326. CORRESPONDENCE CIRCULATED:

South Staffordshire Council meeting of the council to be held 11 December. Planning application decisions 19 to 23 November.

Brewood Civic Society enclosing copy correspondence to: Ms S. Poxon of South Staffordshire Council with regard to applications 12/00909/FUL, 12/00910/CAC and 12/00724/FUL; Mr G. Williamson MP with regard to extending permitted development rights for home owners and developers.

What's On at South Staffordshire Libraries for December.

Newsletters and Publications: Wolgarston SNU; Bishops Wood Bugle; Village News; Staffordshire Wildlife; Wolverhampton Magazine.

327. CHAIRMAN'S REPORT:

The Chairman, Mrs J. Jeffries reported that she had been unable to attend Brewood Christmas Lights Switch-on due to her commitment at the Civic Sunday. However, she had attended both Coven and Coven Heath events and commended all involved for their hard work and community spirit; she had also switched on Bishops Wood Christmas lights. At the Bishops Wood event, the proceeds from the Diamond Jubilee events were distributed to various village organisations. She confirmed that she had sent a letter of thanks to the six youths who had helped at the Civic Sunday as they had been exemplary.

The Assistant Clerk was then asked to leave the meeting due to the confidential nature of the matter to be discussed. Members then resolved to take the item on the Finance Report, concerning the Clerk's

recommendation that Members give consideration to the Assistant Clerk and Car Scheme Co-ordinator receiving payment for the hours they spent setting up and clearing away at the Civic Sunday on 25 November. This was taken early in the light of the Chairman's suggestion that their contribution could be recognised as a discretionary, goodwill gesture paid from the Chairman's Allowance. The Clerk reported that no such recommendation was made with regard to the work of the Clerk on the Civic Sunday as such hours had always been part of the duties of the Clerk on the day.

It was resolved the Assistant Clerk and Car Scheme Co-ordinator be paid up to a combined total of £40 as a discretionary, goodwill gesture from the Chairman's Allowance. The Clerk drew Members' attention to the fact that although defined as a goodwill gesture the payment would still be subject to tax, NI and pensionable.

The Assistant Clerk returned to the meeting.

328. FINANCE REPORT:

The Council received the Finance Report from Mrs J. Carr and resolved the following matters:

- The Income and Expenditure Approvals Lists as at 13 December **be approved**. Income £11,933.92 expenditure £1,721.78
- The Financial Summary – Cash Book Reconciliation for November and the Direct Debit/Standing Orders arising from the November reconciliation, **be approved**.
- The invoice received from the caterers for the Civic Sunday reception held 25 November was considered. The Clerk reported verbally with regard to the size of the last few servings when there should have been more than enough for all present and the helpers. The Clerk reported that the Chairman had raised the matter with the caterer and the Clerk had discussed the matter at length with the caterer who unfortunately struggled to agree there was an issue.
It was resolved that of the invoice for £600 the caterer be paid £540.00, which constituted a 10% reduction of £60. M. Alden-Court voted against the resolution as she thought that £60 was not enough to deduct.
- The recommendation that the Assistant Clerk and Car Scheme Co-ordinator be paid for their time helping to set-up and clear away before and after the Civic Sunday reception on 25 November to a total cost of £40 excluding on-costs, **be approved; see item 327**.
- The payment of staff salaries in advance **be approved**, there being no meeting at the end of December; details to be made available at the January meeting.
- The payment of bonuses to Council employees of £30 each and £35 to the Clerk **be approved**. Paid under the power to pay staff bonuses: Section 112 of the Local Government Act 1972 (reference NALC correspondence 2010).
- The proposal for the provision of an external bell to enable visitors with accessibility problems to call for assistance **be approved up to a cost of £200**. Members were advised that a bell could be fixed to the vertical post of the handrail and the wire run through the handrail into the reception area. Suitable signage would be affixed to the wall to the rear of the handrail. The 2012/13 budget provided for costs up to a total of £200.
- Letter received from Mrs A. Hall, Secretary of Coven Forget-Me-Not Club seeking financial support to assist with the provision of some equipment for light physical exercise and the cost of a mini bus to pick-up and convey some members to the club. Copy circulated prior to the meeting. A copy of the Forget-Me-Not Club accounts were tabled at the meeting.
It was resolved that no donation be made to the Coven Forget-Me-Not Club on this occasion as, based on the payments made by the club, it currently appeared financially viable; the club should not deter from making an application at some time in the future.

- The renewal of the Council's membership to Fields in Trust at a cost of £25, **be approved**. The Council last paid in the financial year 2011/2012.

Members were reminded that the budget meeting was scheduled for 7.00pm on 20 December and arrangements needed to be finalised for any Christmas celebration to be held after the meeting. Budget papers would be circulated prior to the meeting.

It was resolved that invitations be sent to District and County Councillors, all Parish Council employees and all respective partners; to join Members 8.00 to 8.15pm. Members were asked to confirm numbers.

Council Driveway. Members considered the Supplementary Report of the Clerk.

It was resolved the estimate as provided by Staffordshire County Council be approved, noting the areas where Highways expected to be able make savings.

329. PLANNING REPORT:

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

330. PLAYING FIELDS REPORT:

The Council received the reports for:

- Bishops Wood playing field and skateboard park, as supplied by Mrs C. Griffithes, no issues were raised.
- Brewood playing field and skateboard park, Mr D. Evans had nothing to report.
- Coven playing field and skateboard park, Mr R. Dakin had nothing to report.

331. CLERK'S REPORT:

Members considered the calendar of meetings for the scheduled meetings of the Council in 2013, as circulated prior to the meeting.

It was resolved the dates be approved.

Christmas Break – Members were advised that the offices of South Staffordshire Council would close on Friday 21 December and re-open on Wednesday 2 January. As per normal practice Members were asked to approve the Parish Council offices close for the same period, with staff booking annual leave where necessary. The Council's playing fields and public conveniences would continue to be opened during this time, with the exception of Christmas Day.

It was resolved that the closure of the office, in-line with South Staffordshire Council, be approved.

The Council received the written report of the Clerk and noted its content.

332. DISTRICT COUNCIL REPORT:

Cllr B. Cox reported that District Cllr D. Billson had recently died unexpectedly and paid tribute to the work that Cllr Billson had been involved with over many years of service.

Cllr Cox took the opportunity to explain that South Staffordshire Council had achieved what it had intended to do with regard to its transformation plan and budget reduction.

The Council's Core Strategy document up to 2028 had been approved and adopted at a recent meeting of the Council. This in-turn meant that the supplementary planning guidance that had been relied upon to

date, including development in the green belt, was no longer available. The Council was working to provide assistance and guidance to cover this but would need to go through consultation once available.

Members were advised that refusing an application based on the 30% limit in the Green Belt no longer applied but recommendations to refuse on the basis of being 'disproportionate' or 'materially larger'.

There was a Government consultation paper with regard to extending the permitted development rights of home owners and businesses for 3 years. There was concern regarding the impact on development in the Green Belt and open spaces, particularly developments relating to businesses and the collection of non domestic rates.

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

Mr P. Smith asked Cllr Cox if he had been advised of anything regarding business rates for empty properties. Cllr Cox was not yet aware of the content of the associated documents.

ANY OTHER MATTERS OF REPORT:

333. **Community Speed Watch Cameras.** M. Alden-Court reported that the SIDs had been installed in School Lane, Coven, on 12 Dec 2012 and confirmed that they would be in place until 2nd January and cyclically every four months thereafter.

334. **Planning Application Process.** Cllr Cox outlined the process for receiving and considering planning applications at South Staffordshire Council.

335. Mr R. Dakin reported the following: The BT cover at The Orchard had not been repaired. Cigarette ends outside the Lion Hotel were littering Market Place, Brewood. A fence post in Deansfield Road, Brewood posed a health & safety risk - the Clerk advised that she would report the matter to South Staffordshire Housing Association.

There being no further business the meeting closed at 9.43 pm.

..... Chairman.

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 13 DECEMBER 2012**

MATTERS ARISING

256** **Traffic Management, Brewood** With reference to the poor road surface of Coneybere Gardens SSHA have advised that the person dealing with this matter had left the organisation and the Mr K. Powell, Repairs Inspector, had been instructed to add the repair to a planned repairs programme to be considered in the new financial year. I have also asked Mr Wilding for an update with regard to the surface of Crestwood Park but as yet no further information is available although he has confirmed that he is still trying 'to get a reply' with regard to plans to address the poor surface of Greenacres in Coven and the crescent around the open green space on Kiddemore Green Road. Mr Wilding will advise the Council when he knows more. **Matter of report.**

158a **Health and Safety, Coven Changing Rooms** The duties undertaken by the Council's handyman in his other employment have provided him with on the job training and experience in the testing and monitoring of water supplies in a public building which includes a shower. I have asked Mr Smith to apply this expertise to draft a set of procedures to meet the recommendations of the report previously received for Coven Changing rooms. I will review this with him in due course prior to implementing.

Matter of report

171. **Parish Guide** Members are also asked to advise the Clerk of any information they would like included in the next Parish Council newsletter by 21 December. **Matter of report.**

308. **HMP Featherstone** Letter also received from Mr G. Williamson MP, after the agenda had been circulated. Copy letter to Cllr A. Holmes from Mr G. Williamson also received. Copy tabled to Members. **Recommended resolution: the Clerk reply to Mr Williamson thanking him for the information.**

MATTERS ONGOING

245** **Brewood Bowling Club** I have spoken to the Council's solicitor with regard to the nature and history of the site which in part explains the Council's recommendations for further points to be included in the lease. This background information was included in this Council's original letter but presumably its significance was not appreciated by the solicitor. I believe Mr Smillie now understands and accepts the Council's reasoning and will update the lease accordingly although prior to this I will write again bullet pointing the concerns to be addressed. I intend for this letter to be sent out next week.

301** **Queen's Diamond Jubilee** The oak trees planted in Port Lane (Brewood), The Bront (Coven) and Ball Lane (Coven Heath) have been registered on the Woodland Trust Royal Record which will be used to produce two books, one for Buckingham Palace and one for the British Library; as well as providing an online register. **The trees proposed for Bishops Wood have not been registered although I recommending doing so now, unless Members advise otherwise at the meeting, on the understanding that they will be planted in the spring. If Members wish to supply me with the names of individuals involved in the plantings for Coven and Coven Heath I can update the entries** which can be accessed via the 'What's Happening Near You' page on the Woodland Trust web site:

www.woodlandtrust.org.uk/en/jubilee-woods/Pages/home.aspx

Members may also be interested in the availability of the Royal Record compiled of trees planted to celebrate the Coronation of King George VI: www.woodlandtrust.org.uk/PublicFiles/index.html#/11/

174* **Bus Shelter, Crateford Lane** Further to Mr Jackson's enquiry last year I have contacted him with regard to our last request for any information he could provide as to the number of people using the bus stop (south bound on the A449). I will include Mr Jackson's feedback in the budget report for consideration in the 2013/14 budget. **Matter of report.**

183a*/165* **Coven Heath Allotments Association** Work commenced onsite on 5 December and is nearing completion with rolling left to complete.

CORRESPONDENCE RECEIVED (Listed due to the nature of the information received).

325a. Crime and Anti-social Behaviour November Report for Locality 2. Copies tabled to Members.

Matter of report.

325b Mr A. Johnson, Director of Planning and Strategic Services, South Staffordshire Council with regard to the adoption of the Core Strategy (Local Plan) Development Plan Document on 11 December. There is now a six week challenge period that will run until 23 January when any person aggrieved by the Core Strategy may make an application to the High Court on the grounds that the document is not within the appropriate powers or that a procedural requirement has not been complied with. The Adoption Statement has been forwarded along with copies of the adopted Core Strategy, the Sustainability Appraisal Reports, Habitats Regulation Assessment, Policies maps and the Inspector's Report. These can also be downloaded from the South Staffs Council web site www.sstaffs.gov.uk/localplans. These papers are available for inspection by the public at this office, South Staffs Council offices and libraries across the District. This information will be repeated on the January published agenda and included on the Parish Council web site to assist in publishing this process.

Matter of report.

325c Ms K. Harris, Local Plans Team leader, South Staffordshire Council outlining the current status of the Site Allocations Documents, the 'Issues and Options' consultation scheduled for February/March for 12 weeks. Copy tabled for Members' information. This will also be repeated on the January published agenda as correspondence received.

Matter of report.

325d South Staffordshire Council notifying Members of the next My Place My Say meeting (formally the Pact meetings). The meeting for Locality 2 will be held at Wheaton Aston Village Hall on Wednesday 20 February at 7.00pm. Confirmation of those Members wishing to attend will be sought at the first January meeting of this Council. Details to be included on the Council's web site.

Matter of report.

FINANCE

Coven Forget-Me-Not Club Details have been forwarded by Mrs Hall with regard to the equipment they wish to purchase: table skittles, rope quoits, large print scrabble, large print playing cards, large dominoes, giant 4-in-a-row, bean bags, indoor carpet bowls and a table tennis set at a total cost of £235.29. Financial assistance in the region of 50 to 75% is sought from the Council. Details of transport costs are also to be made available for which again financial assistance is sought in the region of 50 to 75%. A copy of the club's accounts (although not full accounts) and cost of transport for the last 8 months have also been provided: transport to the club appears to be subsidised by the club to approximately £200/yr.

Council Driveway Supplementary Report of the Clerk refers.

OTHER MATTERS FOR THE CLERK'S REPORT

Trim Trail, The Bront The repairs to provide two new handrails and a new balance beam have been completed by Playquest at The Bront. **Matter of report.**