

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, 10 JANUARY 2013 AT 7.30PM**

PRESENT:

M. Alden-Court, Mr A. Ball, Mrs J. Carr, Mr R. Dakin, Mr D. Evans (late), 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.

APOLOGIES:

Cllr B. Cox (meeting), Cllr M. Hampson (meeting), Mr P. Webster (personal).

MINUTES:

The minutes of the meeting of the Council held on 13 December 2012 were approved as being an accurate record. The minutes of the special meeting of 20 December 2012 were approved as being an accurate record and were duly signed subject to the following: items 336.9 and 336.10 should have read 31 March 2013.

DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION:

Mr A. Ball declared a personal interest in planning item 12/00968/FUL. No requests for dispensation were received in writing by the Clerk prior to the meeting.

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.

338. **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 B. Rodgers of Brewood Bowling Club asked when the lease was likely to be ready. The Clerk advised that although a standard lease had been drafted some time ago the Council had subsequently required a number of amendments which had been in the hands of the solicitor since posting in July. The context of the amendments had been discussed with the solicitor who now felt in a position to undertake the updates; these had been requested as a matter of urgency. The Clerk advised she would chase the matter on a fortnightly basis and reported that the Club still needed to confirm to the Council the land to be leased and provide a drawing for inclusion; the draft lease would not be delayed waiting on this. Mr Rodgers confirmed that drawings would be available for the next meeting of the Council.

Mr R. Hewitt of Four Ashes Road enquired about traffic management in Brewood and also requested an update on the GP surgery plans. Cllr D.M. Holmes reported that at the recent regulatory committee meeting, the application had been deferred and would be considered again on 5 February.

Mr D. Evans arrived for the meeting.

Dr R.C.H. Taylor advised that the planning officers had refused the application on six points, five of which had been resolved; the sixth being the roof height which if resolved in time for the meeting would clear all points raised.

M. Alden-Court advised Mr Hewitt that he could attend the meeting of 5 February and hear the debate.

MATTERS ARISING:

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

41** **Brewood Playing Field.** The final two pieces of play equipment had been installed by Wicksteed on 7th and 8th January. Clerk's Report referred. Two of the three benches originally removed would be re-installed at the park.

It was resolved that the Clerk approach Highways to obtain permission to site the third bench half way up Engleton Lane. The budget set aside for the Engleton Lane bench could then be spent on a picnic bench for the play area in due course.

256** **Traffic Management, Brewood.** Members considered a date and agenda items for a meeting of the Brewood Traffic Management Working Party.

It was resolved that a meeting of the Brewood Traffic Management Working Party be scheduled for 9.30 am on Friday 18 January. Members to advise the Clerk of agenda items. Coven Members to arrange a separate meeting to discuss any traffic issues in Coven.

347**. **Wall – Rear of Amenity Area, Sandy Lane.** Confirmation received from Mr Smillie that the registrations of the land in Sandy Lane had been completed and enclosed a copy of the registers of title absolute and title plans for title numbers SF584551 (south side of Sandy Lane, east of the public conveniences to the extent of the Council's amenity area) and SF584565 (south side of Sandy Lane, west of Jacob's Ladder). Clerk's Report referred.

It was resolved that the Clerk obtain three quotes from qualified surveyors as a matter of urgency in order to measure and mark the boundary of Parish Council land in Sandy Lane. Copies of the title plans concerned to be copied to Members for information.

183a*/165* **Coven Heath Allotments Association.** The works to the path had been completed and a card had been received from the Coven Heath Allotments Association thanking the Council for undertaking the work. **Matter of report.**

159. **Waste Bins, Canal.** Reply received from the Canal & River Trust advising that due to funding constraints they were unable to 'positively respond' at this time to this Council's request for the installation of dual purpose bins along the specified stretch of the canal. Further details were provided with regard to the benefit of working with local agencies, the need for further funding and the prospect that volunteer co-ordinator Paul Corner would contact the Council in due course to discuss the possibility of organising a regular litter pick in the area, with volunteers.

It was resolved that the Clerk approach South Staffordshire Council to investigate the possibility of the Parish Council becoming responsible for emptying the new bins proposed (number and location to be confirmed) along the canal if South Staffordshire Council would agree to supply / install the bin(s) and collect the rubbish from the Parish Council Offices. It was further resolved that the Clerk request that signs be erected advising of the location of bins.

227. **Road Signs in Horsebrook.** Reply received confirming that South Staffordshire Council's Engineering Services would be able to address the signage issues although they were first making enquiries to establish the correct road names to enable the appropriate signs to be installed.

It was resolved that a copy of the letter be forwarded to Sue Dunn and Dinah Norrie who raised the matter originally.

251. **Rose Hill Farm.** Email received from Ms L. Macdonald of South Staffordshire Council concerning the expiry of temporary planning consent 10/00322/TEM which permitted three mobile homes on the site while renovation works were carried out. Mr Toon had indicated that he intended to submit a further planning application by 31 January 2013 for consideration. Mr A. Monckton also received a copy of the email. **Matter of report.**

267a. **Trough, Market Place, Brewood.** Reply received from Mr A. Monckton advising that he believed the main lettering was simply discoloured and would benefit from being cleaned. Mr Monckton also advised that when his father gave the trough to the Parish Council many years ago, he did not retain ownership rights and that although it would be nice to see it cleaned up, it was not a matter that he felt he had the right to undertake. Mr Monckton suggests that the Civic Society, with the Parish Council's consent, may do this instead. The Clerk advised that the Council's handyman, having inspected the inscription, felt it was actually weathered.

It was resolved that the trough be allowed to continue to weather.

269. **Superfast Broadband.** Email received from Mr D. Cole of Old Stafford Road seeking an update as to when this area would receive fibre optics in support of Superfast Broadband. No reply had been received from this Council's enquiry to Staffordshire County Council on the same matter that was sent in November. Mr Cole had been advised to this effect. Clerk's Report referred. The Clerk reported a reply had been received earlier in the day advising that the matter would be going out to tender in January 2013 with a view to a contract being signed off in the spring and delivery commencing from the summer of 2013 through to 2015. It was noted that Penkridge already had a fibre optic provision.

It was resolved that the Clerk request to be included on their database to be kept up to date with progress, enquire as to why Penkridge was already receiving superfast broadband and update Mr Cole.

270. **BPSA.** Verbal confirmation received from Ms R. Burton of the SSCVA that a letter of intent from the Parish Council would be sufficient to satisfy grant funders. This would need to be to the effect that when the BPSA lease was due for renewal this Council envisaged no reason for not extending the lease for a further twenty-five years.

It was resolved that the matter be deferred pending a meeting between SSCVA and BPSA representatives to progress a grant application. BPSA to draw up a business plan in support of a grant application to improve the cricket square and drainage at the BPSA ground.

272. **Yellow Lines, Ball Lane.** Reply received from Mr M. Keeling of County Highways advising that all requests for new Traffic Regulation Orders (which this represented) had to go through to the South Staffordshire Parking Committee for consideration and, if agreed, prioritised within the five year programme. Mr Keeling confirmed he would present the request on behalf of the Parish Council at the next parking committee meeting in 2013. A copy of Mr Keeling's email had been forwarded to Mr P. Tomkins.

Matter of report.

290 / 318 **Lion Hotel Down Pipe / Chicane Stafford Street.** Reply received from Mr M. Keeling of County Highways confirming that the problem of the down pipe from the Lion Hotel draining across the pavement in Stafford Street would be addressed when resurfacing work commenced in January. Mr B. Wilding also of County Highways had advised that the matter of a chicane outside the Spar, as previously

raised by Mr D. Wright, would not be addressed at this time; such a requirement would need to go out to consultation. There were concerns that it may create problems for deliveries to the Lion Hotel and simply move the parking problem further along Stafford Street. Mr Wilding stated that if after consultation, a chicane was deemed appropriate, this could be constructed on top of the works already carried out. With reference to the enquiry concerning the possibility of raising the dropped kerb outside the Spar, Members were reminded that at the meeting of 10 November 2011 Mr Wright advised this would not be possible, as to do so would not comply with the Disability Discrimination Act (1995).

Matter of report.

317. **Council Tax Base 2013/14.** Email received from Mr P. Cooper, Director of Finance for South Staffordshire Council, forwarding an explanation of the changes to the Tax Base calculation and the grant that would be paid to parishes in the future; forwarded to the Chairman as requested by Mr Cooper. Letter also received from Ms T. Richards, Revenues and Benefits Manager for South Staffordshire Council, providing a provisional Council Tax Base for this parish for 2013/14 of **2778.1**. Ms Richards advised that, subject to ratification on 15 January, the grant allocated to this parish was expected to be **£13,522**, covering on average 90% of the reduction. Confirmation of this Council's precept demand was required by 31 January along with supporting financial information for demands in excess of £140,000. Copy of Ms Richard's correspondence circulated prior to the meeting. The budget and precept demand was considered further under the Finance Report.

Matter of report.

323. **Fire Extinguisher Training.** Mr Brindle had confirmed that there would be a charge of £150 for him to provide fire safety training at the Parish Council's office in Brewood. Two people at a time could be booked onto the free training at the Ramada Hotel, Bridgetown, Cannock, a return journey of 15 miles. Two sessions would be required. Travel expenses would be payable, those attending from this Council would share lifts.

It was resolved that fire safety training be arranged for the three office staff and the Council's handyman.

325b **Local Plan, Core Strategy.** Email received from Mr A. Johnson, Director of Planning and Strategic Services for South Staffordshire Council (previously referenced on the Clerk's Report of 13 December, repeated for the published agenda) with regard to the current status of the Core Strategy and the six week legal challenge period. Copy circulated prior to the meeting. Copies of the adopted Core Strategy and supporting papers were available to view at the Parish Council office as well as the library, South Staffordshire Council's offices and website www.sstaffs.gov.uk/localplans.

Matter of report.

325c **Local Plan, Site Allocation Consultation.** Email received from Ms K. Harris, Strategic Development Services for South Staffordshire Council (previously referenced on the Clerk's Report of 13 December, repeated for the published agenda) with regard to the forthcoming Site Allocations Document consultation, to be known as 'issues and options' consultation. Copy circulated prior to the meeting.

Matter of report.

325d **My Place My Say.** Notice received of the next My Place My Say meeting to be held at Wheaton Aston Village Hall on Wednesday 20 February at 7.00pm. Residents would have an opportunity to make their views known on any issues that may affect them. Previously referenced on the Clerk's Report of 13 December, repeated for the published agenda and for Members to respond.

It was resolved that Cllr Mrs D.M. Holmes, Mrs J. Jeffries and the Clerk would attend.

MATTERS ONGOING:

351*/79b/84/298 **Localism / Core Strategy.** Clerk's Report referred.

It was resolved that a meeting be scheduled for Monday 28 January at 10.00 am. M. Alden-Court, Mrs L. Tomkins, Mrs J. Jeffries, Dr R.C.H. Taylor and Mr T. Fellows to attend.

244b. **Road Safety Mini-island, Brewood Rd, Coven.** Clerk's Report referred. An email had been received from M. Keeling earlier in the day stating that there had been no reported accidents in the last 5 years but the data provided by the police would only monitor when an injury had occurred and not 'local bumps'. **Matter of report.**

294. **Crime and Anti-social Behaviour Reports for Locality 2.** Report received for December 2012, copies were tabled at the meeting. Dr. R.C.H. Taylor reported that crime had increased significantly over an eight month period and noted the loss of a PC in the area.

It was resolved that the matter be raised at the forthcoming My Place My Say event; Dr Taylor to provide supporting data to Mrs Jeffries.

408** **Croft House, Coven.** The Clerk reported no further information had been received with regard to the outstanding Condition.

It was resolved the Clerk seek an update from South Staffordshire Council.

465b* **Coven Heath Village Stone.** Mrs L. Tomkins reported that residents now preferred to source a carved wooden village sign and that she would meet with SSCVA and seek funding from Jaguar Land Rover. **Matter of report.**

CORRESPONDENCE RECEIVED:

339. South Staffordshire Council inviting Members to attend the Police and Crime Commissioner Masterclass scheduled for Wednesday 16 January 9am to 1.30pm at the council offices in Codsall. The Clerk had already confirmed the names of those Members who were available to attend. Assistant Clerk would also attend. **Matter of report.**

340. **Flooding in Horsebrook Lane and Horsebrook Hall Lane:**

- Email received from Mr A. Williams with regard to the serious flooding experienced around Horsebrook Lane and Horsebrook Hall Lane, copy circulated prior to the meeting.
- Following the advice of the Clerk, Mr Williams also forwarded his concerns to Mr M. Keeling of Staffordshire County Highways, copy circulated with photographs, prior to the meeting.
- Copy letter received concerning the same matter from Mr A. Monckton to Staffordshire County Highways, copy circulated prior to the meeting.
- Copy email received from Mr Keeling to Mr Williams advising of the action that had been taken to clear the flood and advising that further investigations would be made to ascertain what other work may be required.
- Further email received from Mr Williams advising that some work had been carried out to clear drains at the junction of Horsebrook Lane and Horsebrook Hall Lane which had cleared the flood concerned. Mr Williams also drew attention to his belief that flooding may be exacerbated by the release of surplus water from Belvide Reservoir. Mr Williams recalled that in 2007, under an agreement with Mr S. Poyser of South Staffordshire Council, British Waterways agreed to monitor outflows and avoid releasing water at times of heavy rainfall.

It was resolved that the Clerk reply advising that the matter was now being handled appropriately by Mr M. Keeling of Staffordshire County Council and that Members had no knowledge of water being released from Belvide Reservoir; Mr D. Evans thought it unlikely that the surplus water was from the reservoir.

341. Mr M. Gajdus, Investment Programme Manager for the Football Foundation, seeking further details concerning the progress of the Football Development Plan submitted by this Council in support of its application for grant funding to build new changing rooms at Coven (completed in 2009). As a result of the telephone conversation, Mr Gajdus completed a copy of their Monitoring and Evaluation Form and saw no reason to set this Council any 'Support Day actions'.

Matter of report.

342. Mr M. Jenkinson of South Staffordshire Council forwarding the month six data and update report for the South Staffordshire Connect Service, copy circulated prior to the meeting.

It was resolved that any feedback that Members had with regard to the service to be forwarded to the Clerk.

343. Ms M. Goodrich, Chairman of the Friends of Barnfield Sandbeds with regard to the continued delay in completing the pond project at the site; copy circulated prior to the meeting. Copy of the email referred to from Mr H. Medicott also forwarded, stating that he had originally expected to have funds available to finish the pond; he did not consider any additional cost would be incurred as a result of the delay and he could only make a recommendation for the project continuing in his handover notes.

It was resolved that the Clerk write to Mr S. Winterflood seeking his assurance that South Staffordshire Council would complete the work and advise when this was likely to be; if this was not possible, whether South Staffordshire Council would work with the Friends of Barnfield Sandbeds to source a grant for its completion.

344. South Staffordshire Council forwarding its Capital Grants and Loans Scheme questionnaire seeking feedback with regard to ease of applying for grants and loans; to be returned by 11 January.

It was resolved that the Clerk complete and return the form.

345. South Staffordshire Council enclosing a briefing on the latest release of the 2011 Census data. The briefing contained population changes on a ward and locality level and population projections up until 2035. Work was also progressing on producing a briefing for each ward that provided in depth information by age and gender; to be published in the New Year. Copies emailed to Members prior to the meeting. Printed copies were available from the Clerk.

Matter of report.

346. Staffordshire County Pensions seeking nominations from elected members to be appointed to the Staffordshire County Council Pensions Committee.

Matter of report.

347. Mr J. Lefroy MP forwarding details of surgery dates for January to March and April to June.

It was resolved that details be displayed on appropriate Parish Council notice-boards.

348. Wolverhampton City Council seeking views with regard to its Bilston Corridor Area Action Plan. The Options Report, comments form and key evidence could be viewed at

www.wolverhampton.gov.uk/environment/planning/policy/ldf/bcaap.htm Views were sought by 18 February. **Matter of report.**

349. South Staffordshire Council forwarding a briefing note explaining its project to undertake a playing pitch and sports facilities strategy and its aims; also enclosed was a short survey that had been circulated for village halls. Copy of the briefing note circulated prior to the meeting. Mrs J. Carr advised that Coven Memorial Hall had not received the survey.

It was resolved that the Clerk follow-up the availability of the survey for village halls.

350. Mr P. Sanders forwarding a press cutting from the Express & Star of 12 December, concerning the potential use of land purchased at Gravelly Way by Wolverhampton City Council to store liquid petroleum gas tanks for Carvers Building Supplies. The article confirmed the site came under South Staffordshire Council planning and was due to be heard on 18 December but was deferred to the New Year following one objection. A copy of the press report was available from the Clerk on request.

It was resolved that the Clerk contact South Staffordshire Council's planning department as a matter of urgency in order to obtain a copy of the application with a view to the Parish Council commenting on the application.

351. ITV1 Secret Dealers seeking people in Staffordshire to apply to be on the programme and requesting support from the Council to circulate information. Clerk to forward a copy to M Alden-Court.

It was resolved that the Parish Council would take no further action.

352. Staffordshire County Council forwarding an article highlighting its investment in county farms and the benefit to anyone considering setting up a rural business. Copy was available from the Clerk on request. **Matter of report.**

353. South Staffordshire Council promoting the South Staffordshire Jobs Fayre to employers. To be held at Perton Civic Centre from 10am to 2pm on Friday 26 April.

It was resolved that posters to be displayed on Parish Council notice-boards.

353a. NHS Staffordshire Commissioning Support Services, working with Macmillan Cancer Support. Clerk's Report referred. Clerk to forward a copy to M. Alden-Court.

Matter of report.

354. **CORRESPONDENCE CIRCULATED:**

South Staffordshire Council meeting of the Cabinet on 18 December. Validated planning applications for 10-14 and 17-21 December. Planning application decisions for weeks ending: 27 November; 7, 12 and 21 December.

Staffordshire County Pension Fund – Employer Update.

Brewood Civic Society enclosing minutes of 17 December and copy correspondence to: Ms S. Poxon of South Staffordshire Council with regard to applications 10/00561/FUL and 12/00897/FUL; Dr Paul Collins, SSC High Green phone kiosk; Mr M. Keeling road works Stafford Street.

SPCA for NALC seeking support for an unadjusted Council Tax Base for 2013/14 – arrived too late, the day before the Government's formal announcement. Weekly update: What next localism?; Benefit deals; Village Green consultation; Autumn Statement; Flood resilience; Sports England small grants programme; Protecting playing fields; Enhancing communities; Future High street X-fund; parks for peace; Sharing heritage; Our heritage; Iconic facilities fund; Community right to build; Community rights grants programme; Paths 4 communities; Council Tax Benefit relief; response to the technical review of planning appeals procedures consultation; evidence to growth and infrastructure Bill Public Bill committee;

What's On at South Staffordshire Libraries for January.

Newsletters and Publications: SSCVA Buzz; Wolgarston SNU.

355. **CHAIRMAN'S REPORT:**

The Chairman Mrs J. Jeffries thanked Members for attending the Christmas party and wished everyone a happy New Year.

356. **FINANCE REPORT:**

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

- The Income and Expenditure Approvals Lists for transactions since the last meeting of the Council, up to 31 December including salary payments covering standard hours up to 31 December 2012, **be ratified** plus:
 - The payment of Staff bonuses as previously approved
 - Clerk 2.5 additional hours (1 Council evening meeting) up to and including 11 December
 - Assistant Clerk 2.5 additional hours (1 Council evening meeting) up to and including 11 December
- The Income and Expenditure Approvals Lists as at 10 January, **be approved** Income £17,623, Expenditure £10,691.64.
- The Financial Summary – Cash Book Reconciliation for December and the Direct Debit/Standing Orders arising from the December reconciliation, **be approved**
- The proposed budget expenditure of £309,620 and precept of £174,474 (before adjustment) for the financial year 2013/14, as recommended at the Special Meeting of the Council held 20 December 2012, **be approved**. Copy circulated prior to the meeting. The 2013/2014 budgeted expenditure had increased from the 2012/13 budgeted expenditure of £279,460; this was largely accounted for by a capital budget of £30,000 towards further developing the Council's three skateboard parks, subject to a community consultation. Also note item 317 above with regard to the Council Tax Base and Grant, subject to ratification, due from South Staffordshire Council. **Clerk to submit the approved precept demand of £160,952 (after being adjusted by the forecast grant of £13,522) to South Staffordshire Council with supporting information for demands in excess of £140,000.** Clerk's Report referred.

357. **PLANNING REPORT:**

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

358. **PLAYING FIELDS REPORT:**

The Council received the reports for:

- Bishops Wood playing field and skateboard park, Mrs C. Griffithes – no report received.
- Brewood playing field and skateboard park, Mr D. Evans advised that the basket ball post was in need of attention.
- Coven playing field and skateboard park, Mr R. Dakin reported that there were no issues with regard to repairs at the park but had witnessed two youths whom he recognised from Brewood, in a car acting suspiciously on 9th January between 3.30 and 4.00p.m. He had not taken the registration number nor reported the matter to the Police. A woman at the park had alleged that she had smelt cannabis near to the vehicle. Clerk to report the matter to the Police.

359. **CLERK'S REPORT:**

The Council received the written report of the Clerk.

ANY OTHER MATTERS OF REPORT:

360. M. Alden-Court requested that she be emailed a copy of the Clerk's Report prior to future meetings.

It was resolved the matter be included on the next agenda.

361. Mr J Pegg reported that he had been advised that the post had been sawn off along the bridle path to Jackanory Cottage in Bishops Wood which meant that vehicles were able to use the path. It was noted that this had happened some years ago and the matter had previously been taken up with Staffordshire County Council.

It was resolved that the Clerk look up the previous resolution and report back to the Council.

362. Mrs J. Carr reported that the old floor tiles from the Parish Council Offices had been reused in the store room at Coven Memorial Hall and advised that a letter of thanks was on its way to the Parish Council.

Matter of report.

363. Mr R. Dakin advised that there was a lot of dog fouling around Brewood and also at The Bront. It was also noted that Bishops Wood was experiencing similar problems. Cllr Mrs D.M. Holmes reported that South Staffordshire Council was targeting known 'hot spots' and asked that the matter be reported in order that these sites may also receive such focused attention.

It was resolved the Clerk raise the matter with South Staffordshire Council.

There being no further business the meeting closed at 9.15pm.

..... Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 10 JANUARY 2013**

MATTERS ARISING

41** **Brewood Playing Fields Equipment** The final two pieces of equipment have been installed and arrangements made for two of the three seats (previously removed from the site) to be reinstalled. County Highways have advised this week that they will obtain a date from their contractor and confirm a date for when the safety barrier will be installed, at the Engleton Lane gate, in due course.

A third seat still remains to be returned to the site. The east side of the playing field would benefit from a picnic bench rather than a third seat near the under 8s play area and there is now limited room elsewhere on the site for another seat unless it is located further to the north of the field, beyond the tennis courts and play equipment. As an alternative Members are asked to consider whether this third bench could be used in Engleton Lane instead; Mr D. Evans has already received requests for a bench. This would be subject to identifying a suitable location and obtaining the approval of Highways but would, if allowed, release much of the budget that has already been provisioned for a bench in Engleton Lane. In time a picnic bench on the east side of the play-area may be provided either by the Fire Crew (as before) or the released budget could be vired across.

Members are asked to consider this proposal but may wish to defer a decision to the next meeting of the Council.

347** **Wall – Rear of Amenity Area, Sandy Lane** Update received from Ms L. Macdonald – Clerk to report.

269. **Superfast Broadband** Further to the emails from Mr Cole, a phone call has also received from Mrs J. Edwards of Bishops Wood seeking an update and reporting the problems the poor broadband service in the village was causing her grandson when accessing the internet to do homework. At download speeds of 0.3Mb/s I can support this complaint and the impact on children doing homework and revision online. I have now obtained a named contact who is a project manager involved with the project at Staffordshire County Council and hope to receive a reply shortly.

Further to the recommended resolution on the agenda: Members may now wish to review this matter at the next meeting of the Council in the light of whether a satisfactory reply is received.

MATTERS ONGOING

245** **Brewood Bowling Club** Reply sent to Mr Smillie confirming my phone call to him of 13 December and reaffirming the amendments that this Council requested, in its letter of 31 July, are to be included in the lease. **Matter of report.**

237a* **Poor's Land** Finalised tenancy agreement (2 copies) sent to Mr Barrett to sign and return one copy to the Council. **Matter of report.**

282* **Council and Community Web Site** Mr T. Fellows has been informing the winners of their success – this should be completed by the meeting. Mr Fellows will then arrange for Mr Dutton to update the web site; details will also be copied to Mr S. Smith for Facebook and the results will be published in the newsletter.

Matter of report.

286* **Bus Shelter, School Lane, Coven** Confirmation received from Mr B. Wilding of Highways accepting the decision to erect a cantilever bus shelter on the east side of School Lane near the Council's playing field and Sunset Close. He also advises that they will carry out the utility investigations that will be

required and install a base once we have advised him of the requirements for the chosen shelter and timescale involved. **Matter of report.**

351*/79b/84/298 **Localism / Core Strategy** The Community Council have been in contact with regard to providing feed-back and discussing what options may exist for further action as a result of the community drop-ins held by this Council last October / November. Can Members advise as to who would wish to attend such a meeting and their availability for Friday 25 and Monday 28 January (I may not be available for the other date that has been suggested of 24 January). Any options discussed at such a meeting would be referred to the Full Council for full consideration.

Members' views.

208. **Roseclaim – VFestival** Email received from St John's Church, Bishops Wood applying for funding. Details to be held on file with other applications. Donation for £7,000 received from Roseclaim (after the agenda was published). Availability of the donation to be publicised in the Bishops Wood Bugle requesting any further applications be submitted before the end of February.

Matter of report.

244b **Road Safety Mini-island, Brewood Rd, Coven** A further email has been sent to Mr Keeling seeking a reply to this Council's request for information.

289 **Bus Stop, Old Coach Road, Bishops Wood** Mr B. Wilding has replied stating he will arrange for a 'proper hard standing with kerbing' to be created which he advises will be suitable.

Matter of report.

294. **Crime and Anti-social Behaviour Reports for Locality 2** Report received for December 2012. Copies tabled to Members at the meeting.

Matter of report.

328. **External Bell** Signage approved and ordered; bell sourced.

Matter of report.

FURTHER CORRESPONDENCE RECEIVED (date critical)

353a. NHS Staffordshire Commissioning Support Services, working with Macmillan Cancer Support, seeking support to promote 'a series of workshops to gain people's feedback about local cancer services as part of a project to transform local care for the future'. Workshops are scheduled at various locations from 14 to 24 January. Questionnaire also provided which may also be completed online (closing date 11 February). Further details available from the Clerk on request. Copies of the poster will be distributed to Council notice-boards and details included in the Council's web site.

Matter of report.

FINANCE

2013/2014 Budget To further put the 2013/2014 draft budget in to context it should be noted that based on the draft budget proposed for 2013/2014:

- the basic running costs are forecast as being up to £174,427; this excludes the cost of any project and capital expenditure as well as the contingency.
- the unadjusted precept demand is for £174,474 which largely equals the forecast running costs.
- the remaining expenditure of £134,000 (projects, capital investment and contingency) is covered by the Council's balances, reserves and forecast income.

- such an approach means the precept demand alone only covers forecast running costs. If the Council runs down its balances and reserves too low its ability to undertake any projects / capital investment in the longer term will become severely limited.
- In practice it is expected that the forecast costs to the year end and the running costs for 2013/2014 will prove to be sufficient and provide for some unallocated balances for the future.

This is simply a matter of report but should be kept in mind whenever setting the budget and precept demand.

Members are also asked to note that although not specifically referenced in the budget further expenditure may need to be considered in relation to the basket ball post at Brewood Playing Field which should have securing brackets to the rear of the backboard (reference the annual play inspection), is leaning and has long been the subject of a request for a hard base surround. How this is funded can be considered once the actual year end carried forward balances have been confirmed.

OTHER MATTERS FOR THE CLERK'S REPORT

Best Kept Village Competition Details of the 2013 competition have been received and will be included on the next agenda. Copies have I believe also been sent to the village hall committees. I will contact last year's community representatives before the next meeting of the Council to ascertain whether they are willing to organise this year's entries – Mr I. Tipper has already contacted me to discuss the Brewood entry and may be willing to get involved.

Matter of report.

Blue Bins For information a poster has been received from South Staffordshire Council advising that the recycling crates will be replaced with blue recycling bins during February and March, for use from April 2013.

Matter of report.