

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 JUNE 2013 AT 7.30PM

PRESENT:

M. Alden-Court, Mrs J. Carr, Mr R. Dakin, Mr T. Fellows, Mrs J. Jeffries, Mr G.E. Martin, Mr P. Smith, Dr R.C.H. Taylor, Mrs L. Tomkins.

APOLOGIES:

Cllr B. Cox (personal), Cllr M. Hampson (meeting), Mr D. Evans (holiday), Cllr Mrs D.M. Holmes (returning from holiday), Mr J. Pegg (holiday), Mr P. Webster (holiday), Mr M. Webb MBE (unwell).

DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION:

There were no declarations of interest from Members and no requests for dispensation had been submitted in writing to the Clerk prior to the meeting.

MINUTES:

The minutes of the meeting of the Staffing Committee held 29 May 2013 and the meeting of the Council held 30 May 2013 were approved as being accurate records and duly signed.

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.

58. 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 of Horsebrook Lane advised that the meeting with Police Inspector Gibbs was scheduled for 3rd July 2013 and that he had not received any further feedback from the Parish Council regarding the absence of registration plates on tractors and trailers. The Clerk confirmed that the last update received was when PCSO Price spoke directly to Mr Mullard.

Mr S. Askew of Bargate Street, Brewood drew attention, as a school governor and member of the community, to his concern at the Staffordshire County Council School Transport Consultation and noted it was on the agenda later in the meeting. Mrs J. Jeffries took the

opportunity to thank Mr Askew and his wife for their offer regarding the telephone kiosk at High Green, item number 496*.

MATTERS ARISING:

* items appertain to matters arising during 2012/2013, ** to matters prior to May 2012.

41 Brewood Playing Field Equipment.** Clerk's Report referred.
Matter of report.

245 Brewood Bowling Club.** Updated draft lease received from the Council's solicitor and meeting attended by the Clerk with representatives of the Bowling Club. Update from Mrs Pearce of Engleton Lane concerning the ivy covered tree in the playing field. Clerk's Report referred. Dr R.C.H. Taylor reported the sad news that Mr P. Edkins had recently died and asked that the Parish Council's condolences be sent to Mr Edkins' family.

It was resolved that the Clerk review the draft lease and if appropriate forward it to the Bowling Club with a reply to the list of queries previously submitted to the Council, clarifying the Council's position on some of the points raised. The Clerk to also write to Mrs Pearce to confirm the conversation that, at this time, she no longer had any concerns about the ivy covered tree and as such she currently required no further action or discussion on the matter.

347 Wall – Rear of Amenity Area, Sandy Lane.** Clerk's Report referred.
Matter of report.

488* Defibrillator, Coven. M. Alden-Court asked the Parish Council to consider making a donation towards the purchase of a defibrillator for Coven residents and highlighted that over the past 12 months approximately £135 had been saved on postage by Coven Members delivering the Coven agenda packs by hand.

It was resolved that the matter be deferred to the next meeting of the Council.

496* Phone Kiosk, High Green, Brewood. BT confirmed that the glass had been replaced and cleaned during the week commencing 3 June. The kiosk was scheduled to be painted between June and October. Email received from Mr Steve and Mrs Linda Askew with regard to the possibility of the kiosk being adopted and options for its future maintenance. Copy circulated prior to the meeting.

It was resolved that the Council wait until BT had completed the work and then reconsider its position with regard to the proposal from Mr Askew. The Clerk to write to Mr and Mrs Askew thanking them for their kind offer and advise BT that the woodwork also required attention.

56. BPSA Grounds Maintenance Clerk's Report referred.
Matter of report.

MATTERS ONGOING:

286 Bus Shelter, School Lane, Coven** Clerk's Report referred.
Matter of report.

164* Public Participation Clerk's Report referred.
It was resolved that the proposed date and time of 7pm on 27th June to meet with PC Clarke, be accepted.

294* **Crime and Anti-social Behaviour.** Clerk's Report referred. Dr R.C.H. Taylor confirmed his availability for the meeting of 3rd July with Inspector Gibbs.

Matter of report.

387* **Flooding, Ball Lane, Coven Heath.** Clerk's Report referred. Mrs L. Tomkins to advise Cllr M. Sutton of the date and time of the meeting.

Matter of report.

34b. **Vacancy for Caretaker, Coven.** Clerk's Report referred.

It was resolved that interviews would take place on 20th June, commencing at 7.00pm. Interview panel to comprise of Mrs J. Carr, Mrs J. Jeffries (subject to availability), Mr P. Smith and Dr R.C.H. Taylor.

118* **Cross-roads, Bishops Wood.** The Clerk advised that copy information regarding all traffic issues (Bishops Wood, Brewood, Coven and Coven Heath) would be forwarded to Cllr Sutton to ensure he had a copy as such matters would have to be prioritised by Cllr Sutton with Mr M Keeling of Highways. Clerk to seek reply from M. Keeling.

Matter of report.

209** **Parish Council Badge.** M. Alden-Court requested an update regarding a badge for the Vice Chairman. The Clerk explained that the focus was currently on work of a higher priority and would be advised by the Council if this matter was to be made a higher priority.

Matter of report.

173** **Footpath – Hillcrest, Brewood.** Confirmed as no. 216 on the list of applications at Sept 2012.

It was resolved that the Clerk request maintenance be carried out on the footpath.

244b*/272* **Coven/Coven Heath Traffic Management** Concern was raised at the quality of grass cutting on the A449 and on the grass verges in Coven Heath and that this was in part due because 'visibility and safety cuts' were now being undertaken four times per year rather than the tidier 'amenity cut'.

It was resolved that a meeting of the Coven and Coven Heath Traffic Management Committee be scheduled to discuss the issue of grass cutting further and come back to the Council in due course.

CORRESPONDENCE RECEIVED:

59. South Staffordshire Council forwarding the Play Equipment Safety Inspection reports for the Council's playing fields, skateboard parks and Adventure Trail at the Bront. Copies of the relevant sections made available to the Heads of Playing Fields. Playdale had also forwarded a Safety Inspection report of the Jubilee Park site which was provided free of charge as part of last year's project. All matters raised were either low or very low priority.

It was resolved that the matters raised to be addressed by the Council's handyman where possible with the Clerk referring back to the supplier if necessary.

60. Mrs C. Harrington, Brewood reporting that on 24 May she tripped on the footpath by the toilets in Sandy Lane where the cobbles are uneven and the pavement dipped. This matter had been highlighted as a trip hazard by the Council's janitor was reported as such to Highways on 21 May and an acknowledgement was received advising it had been passed on for attention. A further email had been sent reporting the incident and seeking an update as to when repairs

would be carried out. Mrs Harrington also reported two raised cobbles near the flats in the village centre – loose cobbles had been identified outside The Choristers and these were reported to Highways. Reply sent to Mrs Carrington advising her of the action taken to date. Action by Highways to continue to be pursued.

Matter of report.

61. Email received from a named resident of Brewood asking to discuss matters of concern regarding Jubilee Park, Brewood. The Clerk had yet to manage to speak to the person concerned on the phone number supplied and had emailed recommending they write to the Council explaining their concerns.

Matter of report.

62. South Staffordshire Council forwarding details of the annual VFestival pre-event meeting to be held 13 June 11.30am to 1.00pm at South Staffordshire Council offices in Codsall. Clerk's Report referred.

Matter of report.

63. South Staffordshire Council forwarding details of Locality priorities as highlighted from the April Locality Member Forums, from residents, through the consultation cycle and from the Locality Data profiles. Before the priorities were finalised Members who did not manage to attend an event were given a further opportunity to complete a feedback form. Issues identified for Locality 2 and a feedback form (to be returned to SSC by 28 June) were circulated prior to the meeting.

Matter of report.

64. South Staffordshire Council inviting Members to attend the next round of Locality Member Forums which would focus on the health agenda and the priorities for health partners across South Staffordshire. A meeting for localities 1, 2 and 3 would be held on Tuesday 30 July 6pm to 8.15pm at the Jubilee Hall, Brewood; buffet available from 5.30pm. Confirmation of availability to attend required by 12 July. Copy of the cover letter and agenda were circulated prior to the meeting.

It was resolved that Members wishing to attend the meeting would advise the Clerk.

65. Mr P. Hardy, Electoral & Emergency Planning Manager, South Staffordshire Council advising that he would be leaving the Council for another post on 14 June and providing details of future working arrangements and documents for Clerks relating to casual vacancies etc. Reply sent thanking Mr Hardy for his invaluable support of this Council and wishing him well in his new role.

Matter of report.

66. St Dominic's High School for Girls inviting the Chairman and guest to attend their Senior Prize-Giving on 10 July at 7.30pm in the Jack Hayward Sports Hall, with a Reception to be held in the Pink Room of the Sixth Form Building from 6.30pm when light refreshments would be served. Replies required by 14 June.

It was resolved that Dr R.C.H. Taylor attend. Clerk to reply to this effect.

67. Staffordshire County Council Pensions Services with regard to the free briefing session by the Fund Actuary on Tuesday 9 July, 11am for 11.30am start, ending at 1pm. Confirmation of attendance required by 11 June. Employer's newsletter also forwarded.

Matter of report.

68. Staffordshire County Council Community Training Skills, free workshops for people who deliver training; available from June to July.

Matter of report.

69. Coven Heath Community Association advising that the new Chairman was Mr Peter Tomkins and providing contact names and phone numbers for the other members of the committee.

Matter of report.

70. Mrs J. Wright, Village Agent forwarding details of grant funding for wildlife projects requiring natural planting of trees. Mrs Wright offered assistance to apply if required.

Matter of report.

71. South Staffordshire Partnership April Update – copy circulated prior to the meeting.

Matter of report.

72. Mid Staffordshire NHS Foundation Trust with regard to the consultation on the draft recommendations on the future of services for local people using Stafford and Cannock Chase hospitals. The consultation would run from 25 June to 5 August. The Council's support was sought to respond to the consultation, if appropriate, and to make consultation documents and response forms available to local residents. Documents would be available at www.tsa-msft.org.uk from 19 June.

It was resolved that the matter be deferred to the next meeting of the Council.

73. E-On Highway Lighting providing an update on the Staffordshire Street Lighting Renewal Programme. Details available from the Clerk on request.

Matter of report.

74. South Staffordshire Council forwarding the monthly Crime Report for May. Copies emailed to Members; a hard copy was available from the Clerk on request. A recent incident in Coven Heath did not appear to have been reported.

It was resolved that Mrs L. Tomkins pursue the source of the crime data and report back to the Council in due course.

75. Mr M. Keeling, Staffordshire County Council forwarding details of utility (gas) works scheduled on Vicarage Road, Brewood from 24 July to 13 August. Vicarage Road would be closed prohibiting any vehicle from proceeding the length of Vicarage Road, Brewood between its junction with Sandy Lane and Hall Farm Road unless the vehicle was being used in connection with the works. There would be limited vehicular access to properties, but through access would not be permitted. Pedestrian access would be maintained. The preferred alternative route for traffic would be available via Sandy Lane, Sparrows End Lane and Hall Farm Road.

Matter of report.

76. Mr A. Monckton, Brewood suggesting that the existing Brewood Doctors' surgery site in Sandy Lane could be used for parking, once the surgery had been re-located. Mr Monckton believed the land would be unsuitable to be built-on.

It was resolved that the Clerk reply to Mr Monckton advising that the suggestion would prove too costly for the Parish Council to consider however, he may wish to recommend the idea to South Staffordshire Council who had responsibility for parking.

77. Protect Congleton – Civic Society with regard to a petition for the amendment of the National Planning Policy Framework, copy circulated prior to the meeting.

It was resolved that Members respond individually should they wish to do so.

78. SSCVA inviting Members to attend its South Staffordshire Celebration Event on 14 June 10am to 2pm at Codsall Village Hall. Details emailed to Members previously and also published on Council website and notice-boards.

It was resolved that the Clerk be allowed to leave at noon in order to attend. Office cover would be provided by the Car Scheme Co-ordinator.

78a. **School Transport Consultation.** Clerk's Report referred. Mrs J. Jeffries tabled a letter to go out from the Schools Pyramid, to all parents briefly explaining the concerns raised. Members were urged to read the document because the proposals would endanger our rural schools. A generic letter had also been produced to go out through all schools with copies to be left at the Parish Council for use if required. Members thanked Mrs Jeffries and the Pyramid for putting the information together and Mr D. Evans for his email further explaining the issue.

It was resolved that the Council approve the Pyramid letter and the generic letter be made available at the Parish Council and on its website. Members were urged to respond individually. The matter would be deferred to the next meeting of the Council for a formal response to be considered.

78b. **The Bront, Overhanging Tree.** Clerk's Report referred.

It was resolved that the Clerk request a meeting at the site with Mr S. Dores, Arboriculturalist at South Staffordshire Council; Mrs J. Carr and Mr R. Dakin to attend.

79. CORRESPONDENCE CIRCULATED:

Police Press releases concerning: Reward for information concerning an incident in Stevenage (man shot dead); update ref. M6 triple fatal collision; Five men jailed after £100k copper wire thefts; Volunteer Inspectors receive recognition; Disappearance of teenager in Wellington; Cars Behind Bars Initiative; Single gateway to put County's crime victims first

Bishops Wood Bugle; Wolgarston High School newsletter; Penkridge Advertiser.

80. CHAIRMAN'S REPORT:

The Council received the report of the Chairman, Dr R.C. H Taylor and noted the following: Dr Taylor had attended Codsall's Songs of Praise on Sunday 9 June. He had made arrangements for his Civic Sunday to be held at St Mary and St Chad's Church followed by a buffet at Brewood Middle School, to take place on 22nd September 2013. Members would be asked to select up to six guests from the community in due course, to be invited to attend.

81. FINANCE REPORT:

The Council received the Finance report from Mrs J. Carr in the absence of the Head of Finance, Mr P. Webster, and resolved the following matters:

- The accounts payable as at 13 June 2013, income £5,533.52 (including funds held for the Coven defibrillator) and expenditure £2,584.95 **be approved.**
- The Financial Summary - Cash Book Reconciliation for May 2013, tabled at the meeting, **be approved.**

- The renaming of the Council's bank account(s) to Brewood and Coven Parish Council from Brewood Parish Council and any necessary changes to automated payments, **be approved.**
- Summer Planting, Clerk's Report referred, **be noted.**
- Public Conveniences, Sandy Lane. Clerk's Report referred.
It was resolved that the Clerk pursue the matter with PC Plumb for a repair to be carried out.

82. PLANNING REPORT:

The Council received the Planning Report from the Head of Planning, Mrs J. Jeffries and considered the planning applications received.

Email received from South Staffordshire Council advising that an amended layout had been received for the Internal Security Printer at Plot G i54. **Matter of report.**

391** **Coven Heath, Off Road Motor Cross.** Clerk's Report referred. **Matter of report.**

Bridge Farm, Brinsford Lane, Coven Heath Clerk's Report referred. **Matter of report.**

83. PLAYING FIELDS REPORT:

The Council received the reports for:

- Bishops Wood playing field and skateboard park. Mrs S. Hughes reported that bark required raking and the ground was muddy near to the swings.
- Brewood playing field and skateboard park. no report.
- Coven playing field and skateboard park. Mr R. Dakin reported that the grass cutting was very poor and had only been done around the buildings, tennis court and equipment. The grass on the verge outside the playing field gate required cutting and restricted visibility.
- It was noted that the standard of grass cutting generally in Coven and Coven Heath was poor.
It was resolved that the Clerk bring the matter to the attention of Mr A. Cousins at South Staffordshire Council.
- There was a damaged rung on the trim trail at The Bront which required attention. Gates at the two Moors Drive entrances were in a state of disrepair.
It was resolved that the Council's handyman be asked to remove the gates.

84. CLERK'S REPORT:

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

- Health and Wellbeing Masterclass South Staffordshire Council.
It was resolved that this matter be deferred to the next meeting of the Council.

ANY OTHER MATTERS OF REPORT:

Mrs J. Carr reported that the new vicar in Coven was Malcolm Lockley.

There being no further business, the meeting ended at 8.56 pm.

..... Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 13 JUNE 2013**

MATTERS ARISING

41** **Brewood Playing Field Equipment** At the request of Mr D. Evans confirmation has been sought from the contractor that pushchairs and wheelchairs will be able to negotiate the safety barrier. I have since been advised that the barrier had been marked out to allow pushchairs and wheelchairs through although double buggies and motorised wheelchairs would not be able to gain access and would therefore need to use the Coneybere Gardens entrance. This was standard practice to also stop motorbikes gaining access to sites.

Matter of report.

245** **Brewood Bowling Club** The cover letter with the draft lease from the Council's solicitor leads me to believe the requirements previously highlighted have been included although I still need to work through the lease and supporting papers to confirm this. Mrs Pearce visited the Council office seeking an update and advising that she no longer had any concerns with regard to the ivy covered tree – largely because of the proposed change of location for the club house.

Recommended resolution: Clerk to review draft lease and if appropriate forward to the Bowling Club with a reply to the lists of queries previously submitted to the Council and clarifying the Council's position on some of the points raised. Clerk to also write to Mrs Pearce to confirm the conversation that, at this time, she no longer had any concerns about the ivy covered tree and as such she currently required no further action or discussion on the matter.

347** **Wall – Rear of Amenity Area, Sandy Lane** The reinstatement proposal as previously approved has been sent to this Council's solicitor to progress with a cover letter also advising that the Council would expect to recover any costs incurred including, but not limited to, solicitor's fees, planning fees and time incurred by officers of the Council.

Matter of report.

56. **BPSA Grounds Maintenance** Confirmation received that the 2013/14 contract has been given to ENTRUST (Staffordshire County Council in partnership with Capita). At the request of Dr T. Wynne-Jones, Chairman of the BPSA I have instructed SSC to cease maintaining the site with effect from 5 June and, as a gesture of goodwill (from Dr Wynne-Jones), to invoice the BPSA via this Council for work carried out from 1 April 2013 to 5 June 2013 inclusive. On behalf of the BPSA I have also asked ENTRUST to provide a revised costing for the period 6 June 2013 to 31 March 2014. Mr A. Cousins of SSC has now confirmed he has received this Council's notification and will only charge up to 28 May.

Matter of report.

MATTERS ONGOING

286** **Bus Shelter, School Lane, Coven** I understand from Mrs J. Carr that the grass verge has now been reinstated by Highways. Confirmation awaited as to when the site will be marked out by Highways for the contractor to work to. **Matter of report.**

164* **Public Participation** A provisional date has been agreed with PC Clarke to attend a meeting with Members to discuss rural issues. Members are asked to confirm a meeting at 7pm on 27th June prior to the scheduled Full meeting of the Council is acceptable.

Members' views.

294* **Crime and Anti-social Behaviour** Email received from Mr P. Mullard advising that Inspector Gibbs has suggested a date of 3rd July at 10am to meet with him and Dr Taylor. Dr Taylor to advise Mr Mullard as to his availability to attend. **Matter of report.**

387* **Flooding, Ball Lane, Coven Heath** A meeting has been scheduled for 2pm on 19th June in the Parish Council Chamber with Johanne Morris – Customer Operations Manager for STW, Peter Collins - General Manager Waste Water for STW, Doug Freakley of the Environment Agency, an officer from South Staffordshire Council's Environmental Health, Peter Tomkins Chairman of Coven Heath Community Association, Linda Tomkins and Dr Richard Taylor (Jan Jeffries to attend subject to availability). I spoke to June Sharman with regard to Gavin Williamson MP attending and she offered to forward copies of all related correspondence. In order to secure a date without delay I have discussed the matter with Linda Tomkins and on this occasion the meeting will go ahead without Mr Williamson although in so doing this will provide an opportunity to escalate any concerns that may arise from the meeting if necessary. An agenda will be circulated prior to the meeting.

Matter of report.

31b. **Brewood Defibrillator** The required instructions to act have been forwarded to Paul Danby of Brewood Fire Station and Brettlec.

Matter of report.

34b. **Vacancy for Caretaker, Coven** The closing date for applications is 14th June. The applications received will need to be considered and interviews scheduled. Members of the Staffing Committee are asked to consider the requirements for an interview panel and when interviews may be held.

Members' views.

36. **Gating Order** Planning Report will refer (item 391**).

CORRESPONDENCE RECEIVED

62. **VFestival** No local Members were available to attend the meeting and in the absence of the Assistant Clerk and needing to prepare for this meeting it was inappropriate for the Clerk to attend. Mr D. Pattison, South Staffordshire Council offered to meet with local Members or the Full Council if required. Having discussed the matter with Mrs Jeffries it was felt that the organisers were dealing with issues that had been raised in previous years.

Matter of report

URGENT CORRESPONDENCE (Received post agenda)

78a. **School Transport Consultation** Email received from South Staffordshire Council forwarding details of the Staffordshire County Council School Transport Consultation. Emails also received from Mr D. Evans (Parish Councillor and Vice Chairman, Brewood Middle School) and copies of emails between two St John's First School parents and Staffs County Council. Copies emailed to Members – a number of hard copies have also been tabled. Closing date for public consultation is 12 July. Mrs J. Jeffries may wish to report.

Members' views may be sought.

78b. **The Bront** Email received from Mr M. O'Connor of The Paddock, Coven with regard to a large tree to the rear of his property which overhangs his garden and advising that whilst he could remove the overhanging branches he is concerned that this would affect the overall

safety of the tree. Mr O'Connor would like to meet with a representative of the Council to discuss the matter.

Recommended resolution: the Clerk request a meeting at the site with Mr S. Dores, Arboriculturist, South Staffordshire Council. Members wishing to attend such a meeting to advise the Clerk.

FINANCE REPORT

Summer Planting The £20 increase in budget approved by the Head of Finance Mr P. Webster and the Chairman, at the request of the Clerk, was not required. Smaller plants were sourced from the nurseries and, having discussed the matter with the Chairman, it was decided to defer planting the St Mary and St Chad War Memorial. To reduce the cost of planting both sides of the path to the Memorial have been grassed over with donated turf and the Brewood Branch of the British Legion have volunteered to hold a coffee morning to fund plants for the Memorial – these have now been purchased and planted at a cost of £30. Once this Council receives the invoices the Legion will be contacted.

Matter of report.

Public Conveniences, Sandy Lane Having received a higher than usual water/waste bill for the site STW agreed to undertake a check for leaks free of charge. Although the mains showed no leaks a problem has been identified with the dual flush mechanism in the gents causing water to constantly flow (although not easily seen) through the system. I have asked PC Plumb of Brewood to look at the problem and advise accordingly.

Recommended resolution: the Clerk progress the matter with PC Plumb for a repair to be carried out.

PLANNING (Received post agenda)

391** **Coven Heath, Off Road Motorcycling** Notice received from South Staffordshire Council confirming that the decision of South Staffordshire Council to refuse the application ref. 12/00806/TEM, for a temporary one year consent for a change of use of agricultural land to a motor cross practice track on land at Shaw Hall Lane in Coven Heath, has been upheld on appeal by the Planning Inspectorate. The appeal was dismissed.

Matter of report.

Bridge Farm, Brinsford Lane, Coven Heath Email received from Mr J. Littleton, Enforcement Officer, South Staffordshire Council advising that the local policing team and SSC Environmental Crime Officer raided an unauthorised scrap yard at the above site on 12 June. There were no licences for the site or planning permission for the 'business' concerned. They have been instructed to cease work and clear the land by 4 September.

Matter of report.

PLAYING FIELD REPORTS

The Bront The two large 5-bar gates that lead on to the Bront from the Moors Drive entrances are in an extremely poor condition and beyond repair. Members' approval is sought to remove these gates and at this stage not replace them. The entrances have metal posts in the ground to restrict access and these gates have not been closed for some years. Should it be necessary to gate the entrances in the future this matter could be reviewed again by the Council.

Recommended resolution: the Clerk make arrangements for the gates to be removed.

OTHER MATTERS FOR THE CLERK'S REPORT

Health and Wellbeing Masterclass South Staffordshire Council inviting Members to their Health and Wellbeing Masterclass on Friday 19 July 9.30am to 1.15pm in the Council offices in Codsall. Details of the event have been tabled and the matter will be included on the next agenda when Members will be asked to confirm to the Clerk whether they wish to attend. Replies required to SSC by 5 July.

Matter of report.

Staff Annual Leave Clerk to report.