

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

**MINUTES OF THE MEETING OF THE COUNCIL TO BE HELD IN THE COUNCIL  
OFFICES, STAFFORD STREET, BREWOOD  
ON THURSDAY, 27 JUNE 2013 AT 7.30PM**

**PRESENT:**

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

**IN ATTENDANCE:**

Cllr M. Hampson, Cllr M. Sutton.

**APOLOGIES:**

Mr R. Dakin (holiday), Mr T. Fellows (work), Mr J. Pegg (holiday), Cllr B. Cox (meeting).

**MINUTES:**

The minutes of the meeting of the Council held 13 June 2013 and the meeting of the Staffing Committee held 20 June 2013 were approved as accurate records and duly signed.

**DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION:**

M. Alden-Court and Mr P. Webster declared a personal interest in item 488. There were no requests for dispensation submitted in writing to 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.

**85. 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 referred to his earlier emails concerning the Parish Council's meeting held at 7.00 pm with PC Clarke and was concerned that it had not been open to the public. Mr Mullard referred to meetings as far back as the 1960s where Police officers attended meetings of the Council to discuss community issues and queried why this had changed. The Chairman explained that meetings for information were held for Members and that Inspector Donna Gibbs had decided to withdraw the Police from Parish Council meetings. The Clerk reported that she had offered to update Mr Mullard regarding anything PC Clarke had said at the meeting and to put PC Clarke in touch with Mr Mullard if he wished. The Clerk also reported that it was not a meeting of the Full Council but held for interested Members to obtain more

information. Mrs J. Jeffries advised that the Council could put questions to the Police and Crime Commissioner on behalf of the public if Mr Mullard wished it to do so.

## 95. COUNTY COUNCIL'S REPORT

The Council received the County Council report earlier than scheduled at the request of Cllr M. Sutton in order that Cllr Sutton could leave for another engagement.

Cllr Sutton had received a copy of the Parish Council's letter to Mr M. Keeling regarding traffic management issues; had met with him to discuss district wide issues and identified some potential priorities; was to drive round the district with Mr Keeling in the forthcoming week; offered to meet with the Traffic Management Working Parties to discuss the priority of issues raised to date; Members accepted the offer.

Cllr Sutton asked the Parish Council to advise him if it wished him to obtain a better explanation of the crime figures. Mrs L. Tomkins reported that she had been advised that the recent burglary from a shed had not been included in the figures as it was not deemed serious enough.

The recycling centre in Bilbrook would be open for longer hours and more days.

Mr D. Evans arrived for the meeting.

Mrs J. Jeffries asked Cllr Sutton for an up-date report regarding the school transport consultation. Cllr Sutton explained that it was a cost cutting measure and felt the three tier system in South Staffordshire meant local schools were adversely affected. Cllr Sutton reinforced the fact that the proposal was currently at the consultation stage and that the Council had a good history of listening. He advised very strongly that people's views needed to be submitted.

Dr R.C.H. Taylor advised that the Civic Society had carried out a survey of blocked gulleys in Brewood.  
**Clerk to forward a copy to Cllr Sutton.**

Cllr M. Sutton and Mrs J. Jeffries left the meeting.

### MATTERS ARISING:

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

256\*\* **Traffic Management – Brewood.** Copy letters received from Dr J.S. Mann to Mr D. Higgs of Blakemore and Son Ltd concerning the length of lorries used to deliver to the Spar shop in Brewood. Copies circulated prior to the meeting.

**It was resolved that the Parish Council write to Blakemore's supporting Dr Mann's concerns and advise Dr Mann accordingly.**

351\*\* **Localism / Core Strategy.** Members of the Working Party considered a date to meet to progress the feedback accumulated from the drop-in events.

**It was resolved that the Clerk email Working Party Members with suggested dates, copied to other Members for information.**

164\* **Public Participation.** Information gathering meeting held with PC Clarke earlier in the evening. Email received from Mr P. Mullard of Brewood; copy circulated prior to the meeting. Clerk's Report referred. Dr R.C.H. Taylor reported that PC Clarke had provided details of the type of work he was involved in as wildlife officer i.e. badgers, hare coursing, poaching and partnerships with third parties.

**Matter of report.**

387\* **Flooding, Ball Lane, Coven Heath.** Meeting held with STW, the Environment Agency, South Staffordshire Council Environmental Health, Coven Heath Community Council and representatives of the Parish Council. Mrs L. Tomkins reported that the four previous issues were due to poor maintenance and that Severn Trent Water was also remodelling the requirements for the i54 development. A line of communication to be set up between Severn Trent Water and the Parish Council.

**Matter of report.**

Mrs J. Jeffries returned to the meeting.

415\* **Planning Applications.** Email received from Ms S. Poxon advising that consultations on planning applications would be sent out by email. Weekly validated planning lists would still be emailed to enable cross-checking.

**Matter of report.**

483\* **Coven Heath Allotments Inspection.** Email received from Mr P. Smith forwarding evidence of a hosepipe being used on the site and querying whether the poly-tunnel already in the site was to be removed. Clerk's Report referred.

**It was resolved that the tenant be advised that he may continue to use the hosepipe for filling the two rubbish-bin sized water tubs only, while the Council's allotments working party considered the matter in the context of the allotments as a whole. It was further resolved that the Council's handyman trim the vacant allotments and the recommendations in the Clerk's Report, concerning the other allotments issues that had been raised, be approved.**

142b\* **Meeting with G. Williamson MP.** Meeting held with Mr G. Williamson MP on 21 June to discuss how best the Parish Council may best work with Mr Williamson. Mrs J. Jeffries thanked Mr P. Webster and M. Alden-Court for also attending the meeting which had proved very fruitful and would lead to mutual sharing of information.

**Matter of report.**

488\* **Defibrillator, Coven.** Deferred from the previous meeting - 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 cost of the Newsletter delivery for Coven in July 2013 (£110) be transferred to the Coven defibrillator fund currently held by the Council.**

502\* **South Staffordshire Rural Summit.** Details of the workshops available forwarded to Members prior to the meeting.

**Matter of report.**

34b. **Vacancy for Caretaker, Coven.** The Council considered the recommendations of the Staffing Committee. Minutes had been circulated prior to the meeting.

**It was resolved that the position of Caretaker for Coven Changing Rooms and Playing Field be offered to Mr M. Orgill as per the terms listed in the Minutes of 20 June 2013.**

64. **Locality Forum.** 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 Mr R. Dakin (previously confirmed), Mr D. Evans, Mrs J. Jeffries, Cllr Mrs D.M. Holmes, Mr G.E. Martin and Mr M Webb MBE would attend; Clerk to advise South Staffordshire Council.**

72. **Mid Staffordshire NHS Foundation Trust.** Deferred from the previous meeting awaiting the publication of the consultation on-line. 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. Documents available at [www.tsa-msft.org.uk](http://www.tsa-msft.org.uk) from 19 June.

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

78a. **School Transport Consultation.** Deferred from the previous meeting. Details of the consultation and related papers were previously tabled to Members and were also available on the Parish Council website. Email received from Mr G. Williamson MP with regard to his concern over the County Council proposal and advising how local residents may reply objecting to the proposal; copy forwarded to Members prior to the meeting.

**It was resolved that Mr D. Evans and Mrs J. Jeffries, together with the Clerk, to formulate a response. Copy to be forwarded to Cllr Sutton.**

84. **Health and Wellbeing Masterclass** South Staffordshire Council inviting Members to its Health and Wellbeing Masterclass on Friday 19 July 9.30am to 1.15pm in the Council offices in Codsall. Details of the event had been tabled at the previous meeting of the Council. Replies required to SSC by 5 July.

**It was resolved that M. Alden-Court and Mr R. Dakin (previously advised) would attend; Clerk to book.**

#### **MATTERS ONGOING:**

245\*\* **Brewood Bowling Club.** Clerk's Report referred.  
**Matter of report.**

256\*\* **Traffic Management, Brewood / 118\* Cross-roads, Bishops Wood / 244b\*/272\* Coven/Coven Heath Traffic Management.** Clerk's Report referred.

**It was resolved that a date to meet with Cllr Sutton be agreed at the end of the meeting; objective to advise Cllr Sutton of the high priority Traffic Management issues raised to date. Meeting to be attended by representatives of all four wards.**

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

34a. **B. Wilding, Highways.** Clerk's Report referred.

**It was resolved that Mr B. Wilding be invited to the next meeting of the Council in order to be presented with a Parish Council scroll in recognition of the excellent service he had provided to the parish during his time employed by Staffordshire County Council.**

465b\* **Coven Heath Village Stone.** Mrs L. Tomkins reported that Cllr Sutton had encouraged her to apply for County Council grant funding, although match funding may be necessary.

**Matter of report.**

#### **CORRESPONDENCE RECEIVED:**

86. Ms T. Carey, Brewood seeking permission to erect a fence around her allotment (51) at Coven Heath and erect a garden shed. Clerk's Report referred.

**It was resolved that Mrs Carey be given permission to erect a fence and shed on allotment 51, in line with the Garden Rules; shed to be to the rear of the site near the fence where space has already been cleared.**

87. Ms S. Turner, Governance & Scrutiny Assistant, South Staffordshire Council asking that Members check their entries on the Register of Disclosable Interests which could be accessed by visiting the 'Policies and Procedures' page of this Council's website. Hard copies available from the Clerk on request.

**It was resolved that Members check their details and either confirm to the Clerk they were correct or advise, in writing, of any amendments required.**

88. Brewood Civic Society forwarding copy correspondence sent to Mr J. Murphy, Canal and River Trust advising that the picnic bench between Brewood Bridge and School Bridge was in a poor state of repair and unusable. The Society requested that the Trust arrange for the necessary repairs be carried out.

**Matter of report.**

89. Brewood Civic society forwarding copy correspondence sent to Mr M. Keeling of County Highways and enclosing a report of the condition of road gutters and road gullies in Brewood. Mr Keeling's assistance was sought to investigate the issues raised and to put measures in place within its current works programme. Copy to be forwarded to Cllr Sutton as resolved under the County Council Report.

**It was resolved that the Clerk write to the Civic Society thanking them for undertaking such a detailed survey.**

90. South Staffordshire Council forwarding the month eleven transport report (copy circulated prior to the meeting) and data on the South Staffordshire Connect bus service. The data report was available from the Clerk on request.

**Matter of report.**

91. South Staffordshire Council and Inspector D. Gibbs forwarding details of opportunity for the public to meet Matthew Ellis, Police and Crime Commissioner at South Staffordshire Council on 25 June between 10.30am and 11.00am or at St Christopher's Primary School, Codsall on the same date between 6.00 and 7.00pm. Details circulated to Members prior to the meeting.

**Matter of report.**

92. Staffordshire County Council Pensions Services forwarding details of: future training plans; a higher level briefing note for employers with regard to the payroll system changes – LGPS 2014; Employer Update.

**Matter of report.**

93. Wolverhampton City Council, Planning Services with regard to the Stafford Road Corridor Area Action Plan that had reached the publication stage and was available for comment until 31 July 2013. This represented the final opportunity to comment before its submission to the Secretary of State. Papers were available from [www.wolverhampton.gov.uk/staffordroadcorridor](http://www.wolverhampton.gov.uk/staffordroadcorridor).

**Matter of report.**

94. **CORRESPONDENCE CIRCULATED:**

South Staffordshire Council: agenda for the meeting of the Audit Committee to be held 25 June; list of planning Decisions issued 10-14 June.

P. Sanders forwarding: Agenda and Mr Sanders' report of the Consultative Meeting held 12 June 2013; Progress Report; Site Photographs; Minutes of the Community Liaison meeting held 6 March; Slides of Plant Operation Presentation.

Police & Crime Commission Press Releases: Living the Wildlife; Mental Health Review; Call to Support Data Communication Legislation.

Staffordshire Police Press Releases: PC Whitehall receives MBE; Queen's Police Medal awarded to Steve Thompson (former Chief Inspector); Chief Constable Mike Cunningham receives Queen's Policing Medal; Behind the Badge; Behind the Badge with Neighbourhood Watch.

Avon & Somerset Police search for wanted man.

Staffordshire Watchdog Notices: Vacation Scams; Rogue Traders; Courier Fraud.

Brewood Civic Society: Minutes of the Meeting held 17 June; copy correspondence to S. Poxon, SSC ref planning application 13/00427/ADV.

Wolgarston SNU; Children with Cancer UK.

95. **COUNTY COUNCIL'S REPORT:**

The Council had received the County Council's report from Cllr M. Sutton after Public Participation earlier in the evening.

96. **CHAIRMAN'S REPORT:**

The Council received the report of the Chairman Dr R.C.H. Taylor and noted that the Vice Chairman had represented Dr Taylor at Penkridge Parish Council's Civic Sunday. The Vice Chairman reported that she had been made to feel very welcome at the function.

97. **FINANCE REPORT:**

The Council received the Finance Report from the Head of Finance Mr P. Webster and resolved the following matters:

- The Income and Expenditure Approvals list as of 27 June, Income £680 Expenditure £7,309.85 **be approved**, including salary payments covering standard hours plus:
  - Clerk 5.25 hours (3 evening meetings of the Council / Staffing Committee)
  - Assistant Clerk 2.00 hours (1 evening meeting of the Council)

The Council received the copy of the Brewood Christmas Lights 2012 receipts and payments accounts which were tabled at the meeting. **Matter of report.**

The Council received the copy of the Coven Memorial Hall accounts for the year ending 31 December 2012 and treasurer's report which were tabled at the meeting. The Hall treasurer, Mrs J, Carr also took the opportunity to thank the Council for its generosity and help during the past year.

**Matter of report.**

Letter received from Mary Spencer, Secretary, Brewood and District Community First Responders thanking the Council for the £500 grant from the 2012 Roseclaim funds.

**Matter of report.**

Members were advised that the Council's Annual Return for the year ending 31 March 2013 was submitted to the External Auditor Grant Thornton on 18 June, ahead of the 24 June deadline.

**Matter of report.**

98. **PLANNING REPORT:**

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

Staffordshire County Council with regard to a request received for a 'scoping opinion' relating to the preparation of an 'Environmental Statement' for the proposed development of a facility for the thermal recycling of asbestos waste at land at Sprint Industrial Estate, Four Ashes. The County Council sought comments on the information this Council considered should be provided as part of the Environmental Statement which would accompany the planning application from Veolia Environmental Services. Replies required by 10 July.

A link to the supporting papers was available from the Clerk on request and papers were tabled at the meeting. Members were concerned about the safety of vehicles on the road while transporting asbestos to be recycled.

**It was resolved that the Clerk reply requesting details of how the safety of the vehicles would be managed and if a specific form of transport would be required, be included in the scoping opinion.**

Mr P. Sanders forwarding press cuttings relating to the approval of plans to relocate gas tanks from Carvers in Wolverhampton to a site off Gravelly Way, Four Ashes. Copies were tabled at the meeting. Cllr M. Hampson reported that he had objected at the time as there were two blast zones close together but had been assured by the agent and Carvers that they were extremely safe.

**Matter of report.**

**Appeal Ref. 13/00030/REF.** Walcroft, Old Stafford Rd. Clerk's Report referred. Mrs J. Jeffries reported on South Staffordshire Council's reasons for its original refusal.

**Matter of report.**

**Land off Gravelley Way.** Dr R.C.H. Taylor queried the 300-400 acres behind Gravelly Way which had been given an option for industrial development. Mrs J. Jeffries confirmed that it had been earmarked for a strategic rail head. Cllr M. Hampson reported that three sites had been identified and Gravelly Way was currently the preferred site.

Cllr M. Hampson left the meeting.

99. **CLERK'S REPORT:**

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

**Coven Changing Rooms** Members were asked to consider calling a meeting of the Coven Football Management Team to consider any action that may need to be taken to secure teams using the facilities during the 2013/14 season.

**It was resolved that a meeting of the Coven Football Management Team be arranged; a representative of Cannock Ladies and the Caretaker to be invited to attend.**

**Public Conveniences, Sandy Lane, Brewood.** Cover arrangements for annual leave of the janitor.

**It was resolved that Mr M. Webb would carry out the duties, payment at the standard rate to be donated to Brewood Junior Football Club.**

**Coven Playing Field.** Cover arrangements for annual leave of the caretaker.  
**It was resolved that Mr M. Neylan be asked to cover the annual leave.**

100. **DISTRICT COUNCIL REPORT:**

The Council received the report of the District Council from Cllr Mrs D. M. Holmes and noted the following matters:

- The notice board at the top of Stafford Street, Brewood, had been re-varnished and the Jubilee Hall repainted.
- Cllr Holmes had attended the Chairman of South Staffordshire Council's Civic Sunday and felt that credit should go to the Chairman at this time, although she had personal problems she still held the function. Cllr Holmes had also attended Armed Forces Day.
- South Staffordshire Council's Council Tax was the fourth lowest in the country again this year.
- By 2016 it was anticipated that the district would welcome at least 1.9m tourists per year and Brewood was due to be promoted very strongly by South Staffordshire Council.
- Also by 2016 the Council would have exceeded the national target to reuse recycle or compost more than 50% of household waste.
- The pond lining at Barnfield Sandbeds had been completed.
- The High Court legal challenge relating to the Core Strategy was set for 26<sup>th</sup> and 27<sup>th</sup> September 2013 and in the meantime, the site allocation document had been put on hold.
- It was anticipated that a final report would be completed by October 2013 on any necessary changes to Green Belt boundaries.
- A report on Gypsy and Traveller Accommodation Assessment (GTAA) was expected to be completed by September 2013. This would also inform the site allocation process.

**ANY OTHER MATTERS OF REPORT:**

101. **Rear of the Parade, Coven.** Mrs J. Carr reported that the area near the bakery was overgrown with weeds. **Clerk to raise the matter with agents, Skidmores.**

102. **Lawn Lane, Coven.** Priority sign at the chicane nearest to the village centre was overgrown by trees and shrubs. **Clerk to raise the matter with County Highways.**

There being no other business, the meeting closed at 9.15 pm.

..... Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL  
TO BE HELD 27 JUNE 2013**

**COUNTY COUNCIL REPORT**

Cllr Mark Sutton has requested that he be allowed to deliver his report earlier in the meeting in order that he may leave for another commitment. The Chairman will invite Cllr Sutton to speak after Public Participation.

**MATTERS ARISING**

164\* **Public Participation** With reference to Mr Mullard's email a copy of the Clerk's reply, having discussed the request and agreed a response with the Chairman beforehand, is tabled along with a copy of Mr Mullard's subsequent reply. I have since managed to confirm with Mr Mullard that he does not wish me to forward his contact details to PC Clarke; Mr Mullard already has an appointment to meet Insp. Gibbs on 3 July.

**Matter of report.**

483\* **Coven Heath Allotments Inspection** A letter has been sent to the tenant of the allotment where a hosepipe is being used requesting that he remove the hosepipe from the site by a specified date otherwise it will be removed by a representative of the Council and that this was being requested on the understanding that some years ago he was given permission to use a hose-pipe when there were no stand-pipes at the top end of the site. With the extension of the water supply this is no longer a problem. I have since spoken to the tenant concerned and he has advised, in writing that he is 83 years of age and has difficulty carrying water from the stand-pipe 70m away; in view of this he uses the hosepipe to fill two rubbish-bin sized water tubs he has by his allotment which halves the distance involved.

**Recommended resolution: the tenant be advised that he may continue to use the hosepipe only for filling the two rubbish-bin sized water tubs while the Council's allotments working party considers the matter in the context of the allotments as a whole.**

Members were previously advised of the green-house sized 'poly-tunnel' referred to in Mr P. Smith's email when the recent application for a poly-tunnel was considered. I have now looked in to the matter further and can confirm the Council gave permission to the previous tenant of the plot for a greenhouse not exceeding a footprint of 6' x 8' in April 2012. As a result the then tenant appears to have erected a greenhouse size construction of opaque plastic with embedded green mesh (exact size to be confirmed). According to local garden centres this is a type of green-house

The Chairman of the Coven Heath Allotments Association, Mr Graham Jones, has also called in to see me this week, having apologised for not making an appointment, and another tenant has visited to complain about the number of bonfires being lit on the site

In view of the above queries and a number of other matters that I feel need longer consideration and discussion than time allows at a meeting of the Full Council, **Members are asked to consider approving the recommendation that the Clerk:**

- **visit the site with the Council's handyman to meet with Mr Jones**
- **provide a report of matters to be considered and discussed further for the members of the Council's Coven Heath Allotments Working Party**
- **schedule a meeting in the Council Chamber of the Council's Working Party, once those Members have had time to review the report, visiting the site with the Clerk prior to the meeting to gather any further information they may require**

**Members are also asked to consider inviting Mr G. Jones to the meeting.**

**Council is also asked to approve that the Council's handyman trim any vacant plots in order that potential tenants to encourage potential tenants – cuttings to be left in situ.**

### **MATTERS ONGOING**

245\*\* **Brewood Bowling Club** I have now reviewed the draft lease as received from the Council's solicitor in June 2013 and can forward it to the Bowling Club along with this Council's response to the various queries raised to date by the Club. There remain three queries the Council will be required to confirm their position on but this need not delay the draft lease being made available. I should be able to forward the papers concerned to the Club by the middle of next week.

**Matter of report.**

256\*\* **Traffic Management, Brewood / 118\* Cross-roads, Bishops Wood / 244b\*/272\* Coven/Coven Heath Traffic Management** Details of the current outstanding queries have been forwarded to Cllr Sutton and I have also sought an update from Mark Keeling of County Highways. Cllr Sutton has advised the Mr Keeling has brought a number of the matters raised to his attention and will hopefully report further at the meeting.

**Matter of report.**

286\*\* **Bus Shelter, School Lane, Coven** Mr Keeling of County Highways has confirmed that he will visit the site as soon as possible with a new officer to mark out the site. Once this has been done the contractor can proceed.

**Matter of report.**

34a. **B. Wilding, Highways** Members are asked to confirm that it would be acceptable for Mr Wilding to attend the next meeting of the Council to be held on 11 July in order that he be presented with a Council scroll in recognition of his support of this Parish during his time at Staffordshire County Council.

**Recommended resolution: the arrangement be approved.**

### **CORRESPONDENCE RECEIVED:**

86. The Council's caretaker Mr A. Lawrence has confirmed that a shed in accordance with the garden rules would be acceptable by the fence where a site appears to have already been cleared.

**Recommended resolution: the request for a shed and fencing be approved within the criteria stated in the Garden Rules.**

### **PLANNING**

**Appeal Ref. 13/00030/REF** South Staffordshire Council giving notice that an appeal has been made to the Secretary of State against the decision of South Staffordshire Council to refuse to grant planning permission for the application from Mr James Sharma to remove condition four of 99/00768/FUL to reinstate permitted development rights for extensions and alterations at Walcroft, Old Stafford Road, Cross Green. The Head of Planning, Mrs J. Jeffries can provide further details if required. All previous representations will have been forwarded to the Planning Inspectorate; any further representations to be received by the Inspectorate by 12 July. **Matter of report.**

### **OTHER MATTERS FOR THE CLERK'S REPORT**

**Parish Organisations Booklet** Mrs Postles has been updating the booklet produced by this Council and a copy of the draft booklet has been tabled for Members. Before it is finalised Members are asked to review the content and advise us if they are aware of any errors or of any clubs / organisations that should be included – closing date 3 July. Once the booklet has been finalised copies will be made available through the village halls, library, local shops and the schools.

**Matter of report.**

**Parish Newsletter** The newsletter has now been printed and is in the process of being distributed. The support of Members in feeding back on the content and local volunteers in distributing the newsletter at short notice, arising as a result of the County Council School Transport Consultation, is greatly appreciated.

**Matter of report.**

**Coven Changing Rooms** Members are asked to consider calling a meeting of the Coven Football Management Team to consider any action that may need to be taken to secure teams using the facilities during the 2013/14 season. The Management Team comprises of: Mr J. Poade (Brewood Old Boys), M. Alden-Court, Mr R. Dakin, Mr T. Fellows and Mr M. Webb. A representative of Cannock Ladies FC was also to be invited to join. Members may wish to consider inviting the Caretaker to such a meeting if other issues are to be discussed.

**Members' views.**

**Public Conveniences, Sandy Lane, Brewood** Further to the leak in the Gents toilet identified by STW a similar leak has also been found by the caretaker in the Ladies as well as a leak from the rear of the cistern. PC Plumb has been to site today and fitted new parts where required.

Cover is required for the public conveniences from 22 to 26 July. In the past Dr Taylor and Mr M. Webb have agreed to lock / unlock and clean the facility and the Council have agreed payment at the standard rate. **The views of Dr Taylor and Mr Webb are sought and the Council's with regard to reimbursement.**