

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

**AGENDA FOR THE MEETING OF THE COUNCIL**  
**TO BE HELD IN THE COUNCIL OFFICES, STAFFORD STREET, BREWOOD**  
**ON THURSDAY, 10 APRIL 2014 AT 7.30PM**

**PRESENT:**

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

**APOLOGIES:**

Mr A. Ball (unwell), Cllr B. Cox (unwell), Cllr M. Hampson (meeting), Cllr W. Sutton.

**AN ATTENDANCE:**

Cllr M. Sutton.

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

Mr D. Evans declared an interest in planning application 14/00185/FUL, Dr R. Taylor declared an interest in planning applications 14/00185/FUL and 14/00257/LBC.

**MINUTES:**

The minutes of the meetings of the Council held on 27 March 2014 were approved as being an accurate record and duly signed.

The Chairman presented an engraved plaque to Mr J Cook in recognition of his commitment to the the parish over many years.

**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.

384. **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 enquired as to when the Site Allocation Document consultation in Brewood was due to take place. Dr R. Taylor advised that 14 May was the scheduled date, run by South Staffordshire Council and that there was a drop in session scheduled for 1 May in the Council Chamber from 3.00pm to 7.00pm which would be run in conjunction with the Community Council of Staffordshire.

Mr Mullard also asked if the meeting with Inspector Knight was open to the public. Dr Taylor confirmed that the matter was on the agenda for discussion.

## **MATTERS ARISING:**

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

347\*\*. **Reinstatement of Amenity Area, Sandy Lane.** Reply received from the Parish Council's solicitor advising that he was pursuing Mr Twigger regarding planning permission. Confirmation also received from the solicitor that the land is registered to the Parish Council.

**Matter of report.**

251\*\* **Site Allocation Document Consultation.** Date for Brewood provisionally set as 1 May between 3.00pm and 7.00pm in the Parish Council chamber. Large maps of Brewood and Coven received which cannot be copied due to copyright restrictions. Kelly Harris advised that the Community Council of Staffordshire was contracted to carry out. Coven Members to be involved.

**It was resolved that the Clerk discuss the matter with Graham Wright of the Community Council of Staffordshire on his return from leave and report back to the Council in due course.**

387\*\* **Flooding, Ball Lane, Coven Heath.** Meeting took place 2 April, Mrs L. Tomkins thanked M. Alden-Court for chairing the meeting and reported on significant progress made. Severn Trent representatives had acknowledged the problem at Featherstone Prison where inmates were flushing clothing and other items into the sewerage system which was causing a blockage. No further meeting had been arranged; the committee had agreed to keep a watching brief on matters.

**Matter of report.**

169. **Inspector Knight.** It was confirmed that Inspector Knight would attend the meeting of the Parish Council on 8 May. As previously resolved, questions from Parish Councillors and members of the public should be collated and formally put to him. Clerk's Report referred.

**It was resolved that Members consider the questions to be put to Inspector Knight from the Positive Planning document. Members of the public to submit valid questions to the Council for consideration.**

226/464\*\* **Coven Playing Field Equipment and Skate Park.** A meeting of the working party took place 2 April. Mrs J. Carr reported that there had been some good ideas put forward. Mrs J. Jeffries had provided information that had been useful for Bishops Wood play park. A further meeting was arranged for 22 April.

**Matter of report.**

248. **Staffing.** Two satisfactory references have been received. Mrs C. Macquarie was due to start on Tuesday 29 April. Clerk's Report referred.

**Matter of report.**

255. **Parish Council's bank accounts.** Lloyd's Bank had confirmed the amendments to the signatories on the Parish Council's bank accounts. Signatories confirmed as Mr D. Evans, Cllr Mrs D.M. Holmes, Dr R. Taylor, Mr P. Webster and Mrs M. O'Brien. Mrs T. Postles was authorised to collect and bank monies on behalf of the Council. Confirmation is awaited from the Co-operative Bank with regard to the debit card account.

**Matter of report.**

273. **Renaming Bishops Wood Park (Commemoration of Mrs S. Groom).** A meeting of the Bishops Wood representatives took place on 20 March. Mrs J. Jeffries reported that a further meeting was planned.

**Matter of report.**

323. **Brewood & District First Responders.** Further letter received from E. Claydon regarding the petition received in support of the application for funding towards a new vehicle for the First Responders. Copy circulated prior to the meeting. Clerk's Report referred.

**It was resolved that:**

- the scheme policy regarding petitions as suggested by NALC be adopted by the Parish Council
- approval be given for the grant of £6000 to be released to Brewood & District First Responders, letter to include a request for clarification as to why the cost of the vehicle had risen from £20,000 to £31,000.
- the Finance Working Party to consider drawing up a more comprehensive application form for grant funding. Cllr M. Sutton suggested that the County Councillors application form may be used as a template.
- the Clerk write to Mrs Claydon enclosing the petition advising her that the matter was resolved

#### **MATTERS ONGOING:**

389\* **i54/Jaguar Land Rover.** Clerk's Report referred. Mrs L. Tomkins reported that she would be attending the meeting and that all residents of Coven Heath would be receiving an invitation. Mr Tomkins to liaise with Ms Johnson regarding numbers of attendees.

**Matter of report.**

#### **CORRESPONDENCE RECEIVED:**

385. Email received from Ryan Taylor of South Staffordshire Council regarding grass cutting, together with a table giving details of grass cutting for Parish Council sites. There was only one cut scheduled for each site during March, there were four scheduled for all sites during April. No specific dates had been given. M. Alden-Court had obtained a more detailed schedule of works.

**It was resolved that no further action was required.**

386. Email received from Simon Griffiths of Staffordshire County Highways with regard to the finger post at School Road, Coven explaining that funding was required from the Divisional Highways Programme. Cllr M. Sutton had agreed to put the matter on the Agenda for his next meeting with Mark Keeling.

**Matter of report.**

387. Email received from Mrs L. Tomkins regarding Coven Heath Allotments; dangerous trees, plot markers and car park resurfacing. Mrs Tomkins reported that the double yellow lines would be painted in Ball Lane within six weeks which would impact on the use of the car park.

**It was resolved that Cllr Mrs D.M. Holmes, Mrs J. Jeffries, Mr P Smith, Mrs L. Tomkins and Dr R. Taylor (subject to availability) attend a site visit on Wednesday 16 April at 6.00pm.**

388. Email received from Mr D. Inman of the Rural Services Network asking for the Parish Council to join a Rural Sounding Board. Copy circulated prior to the meeting.

**It was resolved that M Alden-Court, Mr D. Evans, Mrs J. Jeffries, Cllr Mrs D.M. Holmes and Dr R. Taylor be nominated as members of the Rural Sounding Board.**

389. Letter received from D Kelly requesting permission to erect a shed on allotment number 13b at Coven Heath. The shed will be within the agreed dimensions as in the Garden Rules.

**It was resolved that permission be granted for the erection of a shed within the permitted size on allotment 13b.**

390. The external doors on facilities around the parish have been painted by the Parish Council's handyman. As the external doors of Coven changing rooms are currently grey, permission has been requested to paint them black.

**It was resolved that the external doors to Coven changing rooms be painted black.**

391. **School Lane Playing Field.** A presentation to the Parish Council was given on 27 March by Mr P. Maddox on behalf of the Rhoades family. Clerk's Report referred. Members agreed that this was the preferred site for affordable housing within Coven. Dr Taylor recommended that the Council approach Mr C. Bywater of First City as he had relevant experience in conveyancing.

**It was resolved that the matter be reconsidered once a copy of the deeds was received from the Council's solicitor.**

392. **CORRESPONDENCE CIRCULATED:**

SPCA Bulletin 28 March  
Wolgarston School – SNU  
Coven Heath Community Association Newsletter  
Minutes of Brewood Civic Society 17 March  
Historic Towns Forum April Newsletter

393. **CHAIRMAN'S REPORT:**

The Chairman, Dr R. Taylor had nothing to report..

394. **FINANCE REPORT:**

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

- The accounts payable at 10 April, Income £ Expenditure £ **be approved**
- Replacement of the Union flag at the Parish Council **office, be approved**
- Play bark at Bishops Wood and Coven, Clerk's Report referred. Additional payment for the Janitor of £64.20 in April salary and time off in lieu for the Handyman, **be approved**
- Office Computer failure, Clerk's Report referred. Replacement of the network card and provision of IT support, **be ratified**  
**It was resolved that the Clerk ascertain the cost of purchasing a replacement computer.**

395. **PLANNING REPORT:**

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

**Planning Application 13/00264/FUL (Appeal)** Construction of 8 dwelling and associated infrastructure and landscaping on land off Horsebrook Lane, Brewood. The following comments were submitted to South Staffordshire Council: Objection. The development would be in the Green Belt; the developer has not indicated any very special circumstances in this case. There would be excess traffic, the development would be at the narrowest point in Horsebrook Lane.

As per the meeting held 27 March, Members were asked to consider whether or not further comments were necessary with regard to the appeal.

**It was resolved that the Clerk advise South Staffordshire Council of the Parish Council's objections. The construction of 8 dwellings in Horsebrook Lane was considered a ribbon development into the Green Belt prior to the adoption of the Site Allocation Document. The appeals should therefore be dismissed on these grounds.**

396. **CLERK'S REPORT:**

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

- **Janitor Annual Leave.** M Alden-Court, Dr R. Taylor and Mr M Webb MBE agreed to provide cover at Coven playing field and Sandy Lane WC. It was agreed that the bus shelter at Chambley Green remains closed for the period of annual leave.
- **BKV Prize Money.** Dr Taylor to report at the next meeting of the Council.

397. **COUNTY COUNCILLOR'S REPORT:**

The Parish Council received the report of County Councillor M. Sutton and noted the following:

- The City Deal with Staffordshire County Council and Stoke City Council would impact upon the Parish. Negotiations were underway with the Waste to Energy plant at Four Ashes which could provide hot water to be used in heating systems for industry for approximately three years.
- Staffordshire Children's Services, including Safeguarding, had recently undergone an Ofsted inspection and had attained a 'good' level. Although this was a significant improvement on the last inspection, putting Staffordshire in the top XX % in the country, it had been overshadowed in the press by the Coventry report.
- Divisional Highways Programme. There were still two outstanding matters with regard to last year's DHP; shark's teeth at Coven and 30 mph speeding restrictions in Bishops Wood. For the year ahead consideration must be given to all six parishes. However, the 30 mph at Mount Pleasant was progressing the finger post at School Lane had also been included. Cllr Sutton would be carrying out assessments with Mr M. Keeling shortly.
- M. Alden-Court reported the poor state of roads (potholes) and pavements. Cllr Sutton advised that roads in other parishes were in a worse state and may take priority. As the budget was limited, it may be more difficult to secure funding for pavement repairs. Cllr Sutton advised that the correct reporting process must be followed and was willing to follow up any matters that had been given a reference number.
- The County Council was attempting to address the issue of the public interface with a view to improving communication regarding the status of reported matters and checking on progress.
- Cllr Sutton agreed to attend the next meeting of the Traffic Management working party on Monday 28 April at 9.00am.

398. **DISTRICT COUNCILLORS' REPORT:**

There was no report from the District Councillors.

**ANY OTHER MATTERS OF REPORT:**

None received.