

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

MINUTES FOR THE MEETING OF THE COUNCIL
HELD IN THE COUNCIL OFFICES, STAFFORD STREET, BREWOOD
ON THURSDAY 10 JULY 2014 AT 7.30PM

The Chairman moved the suspension of Standing Order 1(c) to allow gentlemen to remove their jackets.

PRESENT

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

APOLOGIES:

Mr A. Ball (unwell), Mr D. Evans (prior meeting), Mrs L. Tomkins (personal), Cllr. M. Sutton (personal), Cllr. Mrs W. Sutton (personal).

IN ATTENDANCE

Cllr B. Cox, Cllr. M. Hampson.

MINUTES:

The minutes of the meeting of the Council held on 26th June were approved as being an accurate record and duly signed.

DECLARATIONS OF DISCLOSABLE PERCUNARY INTERESTS 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.

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 is not considered that the resolutions to be moved herein would have any adverse impact for the purposes of the Crime and Disorder Act 1998.

85. PUBLIC PARTICIPATION

The Chair moved that the meeting be adjourned for a period of no more than fifteen minutes to allow any electors of the parish or his/her representative to raise or question any issue appertaining to proper Parish Council business.

Mrs L. Holmes, from Brewood Road, Coven, introduced herself and explained she had expressed an interest in being co-opted onto the Parish Council for the Coven Ward.

The Council agreed that Mrs Lena Holmes be co-opted onto the Council (Coven Ward) to replace Mr T. Fellows, as the period of application for the casual vacancy for Mr P. Webster was still open.

MATTERS ARISING:

19. **Weed Killer (pesticide) Training.** Assistant Clerk's Report referred. **Matter of report.**

25. **Spring Parish Summit Enforcement and Governance.** Members discussed the appearance of the dog fouling signs and the benefits of both signs and stencils on the pavements.

It was resolved that the Council purchase two signs, £28 each, and they be rotated around the four wards on a three week basis. It was also agreed that all four wards would have stencils on the pavements that Mr M. Smith would spray paint.

72. **Police Accountability Forums.** There were only two spaces per organisation available for the forum to be held on 27 August. Ms Quinn would advise nearer the time if a further place became available.

It was resolved that Mrs J. Jeffries and Mr M. Webb MBE attend and Dr R. Taylor attend if a place became available.

76. **Police Open Day.** Held 29 June. Over 7,500 people had attended the open day; photographs from the day could be viewed on www.flickr.com/photos/staffordshirepolice/sets/72157644987444860/

Matter of report.

84. **Staffing Committee Meeting.** The meeting of the Staffing Committee was held on 4 July to discuss the Assistant Clerk vacancy.

It was resolved that the Assistant Clerk vacancy be advertised, locally, as soon as possible.

MATTERS ONGOING:

118* **Bench Installation Bishops Wood Park** Clerks Report referred

It was resolved that Mr H. Castree would be employed to install the benches and an onsite meeting be arranged to clarify the position of the benches within the park.

290**/ 56 **New Model Standing Orders.** New Standing Orders, Financial Regulations and associated documents had been drafted for consideration by Members.

It was resolved a working party, including members of the Finance Committee arrange a meeting, to consider the new format and make recommendations to full council on the final versions of the documents, at the Clerk's convenience.

245** **Brewood Bowling Club Lease.** The draft lease was forwarded to Helen Skidmore and queries had been received.

It was resolved a meeting be arranged for Monday 21st July at 9.00am with a representative of Brewood Bowling Club, The Clerk, Dr R. Taylor and Mrs J Jeffries.

317* **Centenary of Commencement of First World War** Father M. Lockey of St Pauls Church, Coven would not be available on 4th August and no alternative arrangements had been made to hold a vigil at Coven.

It was resolved that Coven parishioners could join the vigil at the Parish Church of St Mary and St Chad, Brewood, and that the posters be altered to indicate this.

CORRESPONDENCE RECEIVED:

86. Email received from Mr P. Smith tendering his resignation from the Parish Council with immediate effect.

It was resolved that Mr Smith's resignation be accepted and the Casual Vacancy for Coven be advertised in the Parish and South Staffordshire Council made aware of the vacancy.

87. Letter and posters received from Matthew Ellis PCC regarding the Commissioner's People Power Fund allowing communities to receive funding from the Office of the Police and Crime Commissioner. Funding from £100 and up to £3,000 was available between 1st August and 14th September 2014. A further poster also enclosed giving details of how to contact Mr Ellis.

It was resolved that posters be placed on all Parish Council noticeboards.

88. Email received from Mr L. Ralph of 'Official Guides' regarding publishing the Parish Guide on behalf of the Council. The Members discussed the importance of the editorial content of the Guide, both quality and quantity and how the Parish Council needed to have a significant input into the content.

It was resolved that in principle, at no cost to the Council 'Official Guides' would publish the Parish Guide on behalf of the Council.

89. Letter received from Staffordshire County Council regarding a temporary road traffic regulation order at Old Stafford Road, Slade Heath. The section of the road would be closed from 24 July 2014 until 31 March 2015 to undertake new sewer construction works.

Matter of report.

90. Letter from the Highways Agency advising of a new trunk road (A4510) at junction 2 of the M54. There will be a 40mph limit on the road.

Matter of report.

91. Email received from PCSO Mark Griffiths regarding Inspector Knight's planned Public Engagement Surgery to be held at the Parish Council office on 5 July. Several Members had attended the surgery.

It was resolved following the police consultation and discussions with several Councillors during the surgery that the Clerk contact Inspector Knight regarding the possibility of a police telephone outside the Parish Council Offices and notices of times of future surgeries.

92. **CORRESPONDENCE CIRCULATED:**

Council and Clerks Direct Magazine

Wolverhampton Magazine

Penkridge Advertiser

Staffordshire Police news release 'Three convicted in fraud case'

Staffordshire County Council warning on counterfeit Glens Vodka

Minutes of the Veolia Consultative Meeting held 18 June.

93. **POLICE REPORT:**

There was no report of the Police.

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

There was no the report of the County Council.

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95. CHAIRMAN'S REPORT:

The Chair M. Alden-Court reported she had attended the Penkridge Civic Sunday, St Mary and St Chad School Summer Fair, Brewood Vintage Garden Party and Coven School Summer Fair as representative of the Parish Council. She had also spent a delightful afternoon at St Dominic's School prize giving.

96. FINANCE REPORT:

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

- The income and expenditure list as at 10 July, income £150, expenditure £316.12, **be approved.**
- The Q1 2013/2014 budget report, **be approved.**
- Bishops Wood Village Hall had ordered a new cash register at a cost of £1,512 excl VAT. To be paid for from the grant (currently £5,818). **Matter or report.**

St Paul's Churchyard. Clerks Report referred. Members discussed other Churches in the Parish and their financing of the churchyard maintenance, including volunteer involvement. Mrs J. Carr reported that St Paul's roof was in a bad state of repair and all fundraised money was needed to repair the roof as a matter of urgency. Dr R Taylor stated that money from the Parish Council should be for a specific project not routine maintenance. Members also discussed the possibility of the Parish Council financing a proportion of the cost to get the churchyard tidy so it was easier to maintain.

It was resolved the Clerk respond to St Paul's PCC stating the Council was considering what has been requested with a grant request form.

97. PLANNING REPORT:

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

Notification received from South Staffordshire Council that Four Petals Properties Ltd had appealed against the decision to turn down its development at land on the north west side of Horsebrook Lane, Brewood. The hearing would be held at the Council Offices in Codsall at 10.00am on Tuesday 29 July. Cllr. M Hampson reported that the previous submissions would be taken into account and attendees could only speak as individuals not on behalf of Parish Council.

Mrs J Jeffries agreed to produce a planning report detailing the outcomes of appeals made by South Staffordshire District Council.

98. PLAYING FIELDS REPORT:

The Council received the playing field reports for:

- Bishops Wood playing field and skateboard park – no report received
- Brewood playing field and skateboard park – no report received
- Coven playing field and skateboard park – Mr R. Dakin reported broken glass and litter in the skateboard area and a broken support bracket on the guttering. It was also reported that the goal posts had not been removed for the summer season.

Cllr. A. Holmes reported of funding available for 'Well Being' projects which would include adult exercise equipment in the parks. This was phase three of the redevelopment of Jubilee Park.

It was resolved that this item be placed on the agenda of the next meeting of the Council.

99. ASSISTANT CLERK'S REPORT:

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

Bus Service 877/878. It was resolved that the Clerk forward the letter on to Select Bus Services and notify Staffordshire County Council of the dissatisfaction with the service.

Cllr B. Cox also reminded the Council of the Connect Bus Service which enabled residents to get to the shops and amenities in the village. It was requested that the Connect Bus Service details are included in the summer newsletter.

ANY OTHER MATTERS OF REPORT (for inclusion on the next Agenda if appropriate):

M. Alden- Court reported that Highways pay parishes / villages for maintenance of their own Finger Posts. It was requested that this item is included on the agenda for the next meeting of the Council.

Mr M. Webb MBE requested that BPSA grounds maintenance and extension of the lease be put on the agenda for the next meeting of the Council.

Mr J. Pegg reported that Mr H Fothergill of Whiteoaks Drive, Bishops Wood was still having problems with respect to water in his back garden. South Staffordshire District Council had been to visit, awaiting report.

Mr J. Pegg also reported that the pothole in Brookside Gardens, Bishops Wood had been repaired.

Mrs J. Jefferies reported a new green cabinet had been installed in Bishops Wood ready for superfast Broadband.

There being no further business the meeting closed at 8.48 pm.

..... Chairman.

**REPORT OF THE ASSISTANT CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 10 JULY 2014**

MATTERS ARISING

19. **Weed Killer (pesticide) Training** Mr M Smith attended course 7-9th July, and will complete final practical exam on Monday 14th July.

Matter of Report.

402. **Coven Heath Allotments**

- Brewood Tree Services have agreed to cut down the dangerous branches as a matter of urgency. Further quotes have been requested from Penkrige Arboriculture Tree Services and Birches Tree Services to reduce the conifer trees to a safe height.
- Allotment 28 has been cleared and re let.

Matter of Report.

MATTERS ONGOING

118* **Bench Installation Bishops Wood Park** Quote received from Henry Castree at Coven Landscapes for £575.00 for 3 round picnic benches and 2 bench seats to be concreted in.

Members Views.

FINANCE

St Pauls Churchyard Letter received from Mary Parton, Churchwarden and Treasurer of St Pauls Church, Coven asking the Parish Council for financial help towards a gardener to maintain the churchyard. They are currently paying £180.00 per calendar month.

Members views.

Bishops Wood Community Group Letter received from Mr A Sloane regarding Bishops Wood Community Group bank account being utilised as a holding account for the Hillbilly Bonanza Event. Mrs J. Jeffries may wish to report further.

Matter of Report.

Brewood Village Community Council Letter received from Brewood Village Community Council (Jubilee Hall) thanking Parish Council for 2013/14 grant and enclosing their annual accounts. Copy tabled.

Matter of Report.

CORRESPONDANCE RECEIVED

77. **Casual Vacancy Coven Ward** Letter received from Mrs Lena Holmes Brewood Road, Coven expressing an interest in joining Brewood and Coven Parish Council.

Members Views.

Bus Service 877/878 Letter received from Mrs S Radford regarding the poor service of the Select Bus service into Wolverhampton.

Recommended Action – the Clerk to forward letter to Select Bus Services.

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