

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 14 AUGUST 2014 AT 7.30PM

PRESENT:

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

IN ATTENDANCE:

Cllr B. Cox, Cllr Mrs W. Sutton.

APOLOGIES:

Mr D. Evans (personal), Mrs J. Jeffries (personal), Cllr M. Sutton (prior meeting).

Co-Option onto the Parish Council. Mrs L. Holmes was co-opted onto the Parish Council for the Coven ward at the meeting held on 10 July but had not signed her Declaration of Acceptance of Office and had sent her apologies for the meeting of 31 July. No apologies had been received from Mrs Holmes for the meeting of 14 August. However, she did not attend.

It was resolved that Mrs Homes be asked to sign the Declaration of Acceptance of Office at the next meeting of the Council that she attended.

DECLARATIONS OF DISCLOSABLE PERCUNARY INTERESTS AND REQUESTS FOR DISPENSATION:

There were no requests for dispensation as required under the Code of Conduct adopted in compliance with the Localism Act 2011.

MINUTES:

The minutes of the meeting held 31 July 2014 were approved as being an accurate record 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 1998.

115. **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.

Mr G. Sibley of Darelyn Park advised that he had expressed an interest in becoming a Parish Councillor for Coven ward. Unfortunately Mr Sibley's email had not been received by the Parish Council.

It was resolved that Mr G. Sibley be co-opted onto the Parish Council following a vote which achieved an absolute majority. Mr G. Sibley then signed his Declaration of Acceptance of Office which was witnessed by the Proper Officer, Mrs M. O'Brien. Mr Sibley was issued with a copy of the National Code of Local Government Conduct and joined the meeting.

116. POLICE REPORT:

There was no report received from the Police. Dr R. Taylor reported that he was still corresponding with the Police regarding the alleged arson in Dirty Lane and would report back in due course.

MATTERS ARISING:

391* **School Lane Playing Field.** Working Party to be established. Mr Maddox had indicated that he would like to be invited to the first meeting to have some input into how to proceed. Interested Members were asked to arrange a suitable date.

It was resolved that M. Alden-Court, Mrs J. Carr, Mr R. Dakin, Cllr Mrs D.M. Holmes, Dr R. Taylor and Mr M. Webb M.B.E form the working party. It was further resolved that the first meeting be held without Mr Maddox's attendance.

70. **Restructuring of Libraries.** The briefing took place on 6 August in the Council Chamber. Members reported that the consultation would take place but there was little choice for the library service. A drop-in session was scheduled for 16 September at Brewood library. Clerk's Report referred. Mr M. Webb M.B.E. was concerned that Brewood could potentially lose another service in the village.

It was resolved that Members indicate their personal views to the Clerk and a letter be sent to Stafford County Council giving details of those views.

It was further resolved that Members complete and return the 'Your Library' consultation forms.

MATTERS ONGOING:

290**/56 **New Model Standing Orders.** It was agreed that M. Alden-Court, Mrs. J Carr, Mrs J. Jeffries, Dr R. Taylor and Mr. G.E. Martin would review the Standing Orders. A meeting was arranged for 21st August at 9.00 am.

256** **Traffic Management.** Dr R. Taylor advised that he had been unable to get in touch with the vicar in order to arrange a meeting regarding parking provision at Church House.

374* **Bishops Wood Skate Park.** Mr J. Pegg reported that no young people had been seen using the skate park recently therefore he was unable to consult them. He thought that the skate park had fallen into disrepair and should be removed.

397* **Finger Post Coven.** The Chair advised that she was awaiting further quotes.

402* **Coven Heath Allotments.** Clerk's Report referred.

It was resolved that permission be granted for the erection of a shed and greenhouse on plot 9b and the tenant be allowed to cut back the branches of the tree overhanging the allotment.

27. **Flooding at Bishops Wood Playing Field.** Cllr B. Cox updated Members on the progress of the investigation into the drainage problem which had flooded the garden of Mr. Fothergill in Bishops Wood. Representatives of the County Council had met with Mr J. Cambidge and excavated the field. They had discovered a 12" pipe or manhole which was fractured. Staffordshire County Council had also agreed to investigate the drains from Brookside Gardens as far as the school, using CCTV cameras, when they became available. Cllr Cox also reminded the Council that a pipe may have been damaged when the fence at the Council's playing field was erected some years ago; he agreed to discuss the matter further with Mrs J. Jeffries on her return. Cllr Cox stated that Mr J. Cambidge and his son Mr. G. Cambidge had put in as many as 30 hours attempting to solve the problem and should be commended.

CORRESPONDENCE RECEIVED:

117. **BPSA Grounds Maintenance and Lease.** Mr M. Webb MBE reported that the lease was due to expire in 2016 and would need some amendments in the forthcoming months. A caretaker for the ground may be required in twelve months' time and the Council should consider this when setting the Precept.

Matter of report.

118. A cheque was received from Mr K Twigger to the value of £100 towards the replacement of two trees removed from 10 Hyde Mill Croft, Brewood.

It was resolved that the cheque be accepted and the money spent on replacing the tree planted adjacent to Jubilee Park, which had died, and the balance to be used toward the purchase of new trees. The Clerk to write to Mr Twigger thanking him for his donation.

119. The Clerk met with Mr A. Cousins of South Staffordshire Council at The Bront to discuss the concerns of Miss V Allsopp. Mr Cousins confirmed that there was no Japanese knotweed present at the site, it was Himalayan balsam. Clerk's Report referred. He had agreed that the pathway from Poplars Farm Way be included in South Staffordshire Council's grounds maintenance schedule and the path be cut back to increase it to a width of 6 metres.

Matter of report.

120. An enquiry had been received from a member of the public with regard to access to toilet for disabled people using a RADAR key.

It was resolved that the Council would not investigate this scheme.

121. South Staffordshire Council's Community awards.

It was resolved that fliers advising how to nominate people for an award be placed on the Council's noticeboards.

122. Email received from Mr B. Hodgkins advising that Brewood Youth Club was holding a summer fair on 12 August from 4.30pm to 8.00pm and asking the Council to consider making a donation which would go to one of five charities nominated by the young people. Cllr Mrs W. Sutton advised that she had attended the fair and listed the charities that had been nominated.

It was resolved that as the charities were not local in nature, a donation could not be made. Clerk to advise Mr Hodgkins accordingly.

123. Letter received from The Community Council of South Staffordshire advising the results of the Best Kept Village Awards. Brewood came second in the large village category and Bishops Wood came third in the small village category. Details had been placed on the Council's website and Facebook page.

Matter of Report.

124. Letter received from Mr G. Boswell expressing an interest in being co-opted onto the Parish Council. Mr Boswell was not co-opted onto the Council. Clerk's Report referred. Members were issued with National Code of Government Conduct at the meeting. Mr D. Evans and Mrs J. Jeffries would have copies posted to their home addresses.

It was resolved that Mr Boswell be thanked for his interest and advised that he would be eligible to stand at the elections in May 2015 should he wish to do so.

125. Acknowledgement of receipt of the Public Footpath Diversion Order for footpath numbers 0.918 and 61 had been sent to Staffordshire County Council.

Matter of Report.

126. **CORRESPONDENCE CIRCULATED:**

SPCA Bulletin 7 August

South Staffordshire Council 'I can' Poster Campaign to encourage young mothers to breastfeed; Review Magazine

Wolverhampton West Magazine

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

No report was received from the County Council.

128. **CHAIRMAN'S REPORT:**

The Chair, M. Alden-Court reported that she held her surgery in Coven. Two complaints of a sensitive nature were received and had been dealt with accordingly.

129. **FINANCE REPORT:**

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

- The accounts payable as at 14 August 2014, **be approved.**
- The Financial Summary - Cash Book Reconciliation for July 2014, copy tabled at the meeting, **be approved.**
- The payment of employee salaries at the end of August for ratification at the first meeting in September, there being no second meeting in August, **be approved.**
- The ordering of 6 Poppy Wreaths and a donation of £150 to be made to the Brewood and District branch of the Royal British Legion in lieu of the wreaths, **be approved.**
- The payment of grants to Coven Memorial Hall and Brewood Jubilee Hall, **be approved.**
- Members considered the appointment of a contractor to reduce conifer trees at Coven Heath Allotments. Quotes were circulated prior to the meeting.
It was resolved that the quote for £600 be accepted.
- The purchase of a knapsack sprayer for the gardener/handyman to use, **be approved.** The course tutor had recommended a Cooper Pegler (or Hardi) 15 litre sprayer which was identical to the one that Mr Smith was trained on - in the region of £140.

- The Clerk's attendance of the SLCC Regional Conference at Telford on 17 September at a cost of £59, **be approved.**

130. **PLANNING REPORT:**

The Council received the Planning Report and considered the applications received.

131. **PLAYING FIELDS REPORT:**

- A written report was received from Sarah Hughes regarding Bishops Wood Playing field.
- Mr R. Dakin reported that young people had been playing in the re-seeded goalmouth at Coven, although it was still cordoned off. There had also been more damage to the changing room guttering. It was noted that both the caretaker and the handyman were on annual leave and therefore this would not be attended to until week commencing 18 August.
- There was no report received for Brewood playing field and skate park from Mr D. Evans.

132. **CLERK'S REPORT:**

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

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

Mr J. Pegg reported that the first Speedwatch campaign had taken place in Bishops Wood and 100 cars had passed in one hour, seven of which had been speeding.

Cllr Mrs W. Sutton advised that it was no longer necessary to display tax discs in motor vehicles as the records had been computerised.

There being no further business, the meeting closed at 8.45pm

..... Chair

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 14 AUGUST 2014**

MATTERS ARISING

70. **Restructuring of Libraries.** Sarah Garner has also provided a link to the consultation document in addition to the hard copies previously circulated. Comments can be made at:
<http://www.staffordshire.gov.uk/yourcouncil/consultationandfeedback/consultationdetails.aspx?consultationid=lets-talk-libraries-consultation-16-07-14&consultationdeptid=leisure-and-culture>

MATTERS ONGOING

402. Allotment Report.

- Two of the three allotment holders who received letters have been into the office to advise of their intentions regarding tidying up the plots.
- The tenant of plot 9b has asked permission to erect a shed and a greenhouse and also permission to cut back an overhanging tree; copy tabled at the meeting. The caretaker has no objections and both the shed and greenhouse meet the requirements of the garden rules and the tree is not a fruit tree.
- Mr Bucklass left a message on the answering machine regarding the car park resurfacing. I will try to make contact with him next week to obtain a formal quote.

Recommended action: permission be granted for the erection of a shed and greenhouse on plot 9b and to cut back the overhanging branches of the tree.

CORRESPONDENCE RECEIVED

119. **The Bront Grounds Maintenance.** I met with Mr A. Cousins on 13 August at The Bront. He has agreed to add the path from Poplars Farm Way to the grounds maintenance schedule and will ensure that it is cut back to make the path a width of six meters. He has confirmed that there is no Japanese Knotweed, the plants that are overhanging the path are Himalayan balsam which is invasive but is not subject to the same legal requirements. I have asked Mr Cousins to put this in writing.

Matter of report.

124. **Casual Vacancy.** It is a requirement that Co-opted Members are issued with and expected to comply with the National Code of Government Conduct. As this has not been previously issued to existing Members, copies have been circulated at the meeting and will be posted out to those Members not in attendance.

Matter or report.