

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 26 FEBRUARY 2015 AT 7.30PM

PRESENT:

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

IN ATTENDANCE:

Cllr. B. Cox, Cllr. Mrs W. Sutton.

APOLOGIES:

M. Alden-Court (illness), Mr J. Pegg, (personal) Mr G. Sibley (illness), Cllr. M. Sutton (personal).

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 of the Council held 12 February 2015 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.

289. PUBLIC PARTICIPATION

The Chair 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 issue appertaining to proper Parish Council business.

Mr T. Sloane from Bishops Wood Village Hall Committee reiterated what Mr C. Wolverson, Site Manager at Bishops Wood Village Hall had spoken about at the previous meeting. The Village Hall Committee felt the sewage works at Bishops Wood village hall and skatepark was urgent and needed to be completed before their busy season commenced. Mr Wolverson was to meet with a contractor on Saturday 28th February to discuss replacing /repairing the sewage system. Mrs J. Jeffries asked that the Parish Council be sent copies of quotes for the work to be carried out and for these to include reinstating the stakepark equipment. The Clerk requested a response in writing to the letter sent to Mr C. Wolverson (374*) below.

12 February 2015

Dr R. Taylor discussed planning application 15/00062/FUL. Access to the property would only be viable via Dirty Lane. Dr R. Taylor urged members to look at plans thoroughly as details could be overlooked.

290. **POLICE REPORT:**

No Police Report was received.

It was noted that Mr P. Mullard had put himself forward to stand on the Safer Neighbourhood Panel. Clerk's Report referred.

MATTERS ARISING:

245** **Brewood Bowling Club Lease.** The formal lease had been received from the Council's solicitor; the Council awaited a plan from the Bowling Club to be included with the lease. The Club wished to delay signing the lease until nearer to September when a formal planning application would be submitted to South Staffordshire Council's planning department. The Club had also advised that it intended to apply to South Staffordshire Council under its Grants and Loans Scheme. Cllr B. Cox had been approached to write a letter of support for funding for the Bowling Club but was unable to, due to his position on South Staffordshire Council Planning Committee. Members of the Council had been invited to attend the Bowling Club AGM at 8pm on Wednesday 25th March. Clerk's Report referred.

Matter of report.

374*. **Bishops Wood Skate Park.** Brought forward from the meeting of the Council held 12 February 2015. Letter sent to Mr C. Wolverson, (copied to Mr A. Sloane, Chairman of Bishops Wood Village Hall Committee) requesting clarification of the sewerage problems, effect on the skatepark and proposals for extension of Bishops Wood village hall.

Matter of report.

70. **Library Consultation.** The public meeting took place on 18 February. No further details had been received. Cllr Mrs W. Sutton advised that Cllr M. Sutton would report further at the next meeting of the Council.

MATTERS ONGOING:

347**. **Wall – Rear of Amenity Area, Sandy Lane.** Dr Taylor confirmed that Mr S. Griffiths may have located the sandstone coping stones at Gailey depot and Dr Taylor had also sourced some additional sandstone blocks from Chillington estate. Email had been sent to Mr Twigger requesting that he liaise with Dr Taylor regarding Mr Fletcher completing the wall. Mr Twigger had asked to be given 48 hours notice and he would have someone to complete the wall.

88. **Village Guides.** The order had been placed for the Parish Guides. Draft had been proof read and amendments sent to the publishers. Clerk's Report referred.

402* **Allotments Coven Heath.** Mrs L. Tomkins reported that the cutting back of the high trees had stopped. The Clerk had contacted the contractor and work was due to be carried out Friday 27th February. Mrs L. Tomkins would report to the Clerk if this had been done.

Mrs L. Holmes requested that the alterations to the Chairman's Board be added to Matters Ongoing.

CORRESPONDENCE RECEIVED:

291. Legal Topic notice received from NALC regarding meetings, one of the many points made clarified the Council's position with regard to resolutions. Amongst other things the briefing note clarifies that resolutions made at meetings had immediate effect and did **not** depend on: their inclusion in the draft minutes of the meeting, 12 February 2015

approval of the draft minutes or a signature of the approved minutes by the Chairman at the next meeting. A copy of the briefing note was available from the Clerk.

Matter of report.

292. Letter from Staffordshire County Council regarding election posters and street lighting, copy circulated prior to the meeting.

Matter of report.

293. Bench at Penkside, Coven. In 2012 Coven Members suggested that a bench be placed at Penkside. South Staffordshire Council had no objections but would be required to consult with residents. The Parish Council to make a formal request. Mrs J. Carr had provided a map showing the exact location for the bench.

It was resolved that the Clerk write to Mr A. Cousins of South Staffordshire Council requesting permission to install a bench at Penkside, at the site identified by Mrs Carr.

294. Email from South Staffordshire Council regarding a Volunteering Masterclass to be held on Friday 27 February (previously emailed to Members).

Matter of report.

295. Letter from Stafford County Council regarding the Community Paths Initiative inviting bids for 2015/16. Members were asked to advise the Clerk of any ideas for areas to be improved e.g. Barnfield Sandbeds, the Bront etc. Clerk to establish whether or not the footpath at Hillcrest and Rainbow Alley would qualify for CPI funding. Cllr D. M. Holmes reported that Highways had recently placed green signage directly onto the road surface after vandalism of the bridleway signpost on Kiddemore Green Road, Villa Farm. It was requested that this matter be added to the Parish Council Newsletter.

It was resolved that Members contact the Clerk if they wished to pursue a bid.

296. Email from Kelly Harris of South Staffordshire Council regarding the draft Open Space Strategy consultation which may be viewed at www.sstaffs.gov.uk/localplans. Points raised would play an important part in helping South Staffordshire Council obtain funding for open spaces especially where new housing was proposed in our villages. Comments would be made in writing by Monday 23 March 2015.

It was resolved that Members visit the website and refer any comments back to the Clerk before 16 March in order to formulate a Parish Council response.

297. Email from Sam Osbourne of South Staffordshire Council regarding Summer SUSSED vouchers. Last year no one from the Parish took part in the Scheme. Members were asked to consider whether or not to provide vouchers this year.

It was resolved that the Parish Council would not participate in the SUSSED scheme.

298. Email from Cllr M. Sutton advising of the PCC's Commissioner's People Power Fund. Organisations could apply for between £100 and £3,000 to support ideas to improve community safety. Applications to be made between 1 March and 14 April 2015. Possible ideas were barrier at Sandy Lane / Vicarage Road and prevention of fly tipping at Ball Lane, Coven Heath.

It was resolved that Members advise the Clerk of any initiatives which may be suitable. Details would also be placed on the Council's Facebook page in order for the community to be made aware of the fund.

299. Email from Mr A. McRae of SPCA asking the Parish Council to complete a survey in order to assess the uptake of Community Rights under the Localism Act 2011.

It was resolved that the Clerk complete and return the survey.

300. Coven Christmas Lights. M. Alden-Court to speak to this item.

Deferred to the next meeting of the Council when M. Alden-Court would be in attendance.

301. CORRESPONDENCE CIRCULATED:

SPCA Bulletin 13 February.

VAST Voluntary Sector News.

PCC Commissioner meets Bishops Wood Women's Institute; Cheslyn Hay Allotments Association secures £3,000 from the People Power Fund.

Energy Helpline Newsletter- Rip off energy rates being circulated.

South Staffordshire Council Budget report giving details of the district's Council Tax levels for 2015/16.

302. DISTRICT/COUNTY COUNCIL'S REPORT:

Cllr D. M Holmes reported that courtesy of Cllr M. Sutton, she, Cllr W. Sutton and Mrs L. Tomkins, had attended the Jaguar Land Rover (JLR) factory. She found it very interesting and had been encouraged to get involved with the workers onsite. Members felt that South Staffordshire should get as much recognition as Wolverhampton for bringing the site to i54.

Mrs L. Holmes stated that Gavin Williamson MP would be hosting a 'Staffordshire Day' and requested that the Clerk find out further information.

Cllr B. Cox reported he had recently made enquiries regarding Middle Lane at Coven Heath. Catherine Gutteridge had been to the site and served a Notice, which required a response by 3rd March. Cllr B Cox would report back when he had any further information. Cllr B. Cox had attended the Medium Term Financial Strategy Meeting and reported the budget and financial strategy had been approved. Council Tax on a Band D property for this parish would increase by £21.49.

Cllr Mrs W. Sutton reported that she had visited JLR and had made some connections regarding employment opportunities. South Staffordshire Council had invested a lot into the JLR bid and she had pointed out that the site was in Staffordshire, not Wolverhampton. She had also pointed out that all the associated colleges were in the West Midlands and she was in talks about funding for Staffordshire based colleges. People from 20 miles away had secured employment through Works Clubs, Cllr Sutton would also be following this up for local people who attended the parish Works Clubs. Cllr Mrs D.M. Holmes pointed out that they had been overwhelmed with applications; there had been 9,000 applicants for 3,000 vacancies.

303. CHAIRMAN'S REPORT:

The Vice-Chair Mrs J. Jeffries had nothing to report.

304. FINANCE REPORT:

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

- Income and expenditure accounts payable as at 26 February 2015, including salary payments plus 16 additional hours worked by the Car Scheme Co-ordinator on the Parish Guide, **be approved.**
- Direct debit payments as included on the January bank statement, **be approved.**
- The cashbook reconciliation arising from the January bank reconciliation, **be approved.**
- The Council considered the quotes for a replacement noticeboard outside the Parish Council office, copy circulated prior to the meeting.
It was resolved that this be deferred. The Clerk to attempt to source a local craftsman to make a noticeboard at a less expensive cost.

- Replacing the Union Flag on the office roof at a cost of £57.62 excl VAT for a 2 yard flat (3ft x 6ft), **be approved.**
- The Council considered the quote received for essential repairs to Coven changing room roof; replacing roof tiles, ridge tiles and dome to sun pipe at a cost of £425 excl VAT.
It was resolved that the quote be accepted. The Clerk to ascertain if the damage to the changing room roof could be claimed through the Parish Council insurance and to seek a quote for soffit repairs.
- Purchase of Coven in Times Past by Paul Robinson for £12.99, **be approved.**

Request received from Staffordshire Wildlife Trust for a donation towards repairs to its public car park at Moseley Bridge Milford, there was a £25,000 shortfall in funding.

It was resolved that the Parish Council would not make a donation to Staffordshire Wildlife Trust.

305. PLANNING REPORT

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

306. PLAYING FIELDS REPORT:

Reports received for:

- Bishops Wood playing field and skateboard park, no report was received.
- Brewood playing field and skateboard park, Mr D. Evans reported that Brewood playing field was waterlogged and all equipment needed a good clean. The crossbar on the goalpost was still bent.
- Coven playing field and skateboard park, Mr R. Dakin reported that two carrier bags of litter were collected from the field. There was dog fouling by the play area and the top goal mouth of the football pitch was flooded.
- The Bront, Mr R. Dakin reported that a fence at the back of Riverside Way was bent and looked as though people were using it as a short cut. Mr Dakin had visited the occupant and would discuss the matter with her. He advised that he would visit again in the forthcoming week.

307. CLERK'S REPORT:

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

262. **Coven in Times Past (by Paul Robinson).** A copy of the book was tabled at the meeting. If the Council wished to purchase it, a cheque for £12.99 would be raised for signature at the meeting to be held on 12 March.
It was resolved that the Council purchase a copy of the book at £12.99, see Finance.

There being no further business, the meeting closed at 8.52pm.

..... Chair

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 26 FEBRUARY 2015**

POLICE REPORT

Email received today from Staffordshire Police advising that six constables from other forces across the country have transferred and will be policing the streets of Staffordshire next month. Even though all of the transferees are fully trained and substantive constables from their other force, they still had to undergo stringent checks, pass an interview and an assessment to meet the high standard expected in the Staffordshire force. They will take up their new posts following an induction course. Chief Constable Jane Sawyers said: "We are pleased to welcome these six officers to our policing family in Staffordshire. Together they have a wealth of knowledge and experience in policing. They are looking forward to working in our communities to help keep them safe and reassured."

MATTERS ARISING

245** **Brewood Bowling Club.** Members are invited to attend the Bowling Club AGM at 8.00pm on Wednesday 25 March to be held at the Three Stirrups. Formal invitations will be forwarded in due course.

Matter of report.

250 **Police Locality 2 Forum.** At the meeting of the Council held on 29 January 2015 Mrs J Jeffries reported that in early February 2015, Staffordshire Police and Crime Commissioner Matthew Ellis would be putting together a Safer Neighbourhood Panel which would consist of one elected District Council member, one magistrate, and five members of the public, one being from the business community. The panel would decide its own remit. Mr P. Mullard has emailed the Parish Council to advise that he has put his name forward to be part of this panel.

Matter of report.

262. **Coven in Times Past (a book by a local author).** A copy of the book has been tabled. If the Council wishes to purchase it, a cheque for £12.99 will be raised for signature at the meeting to be held on 12 March.

Members' views.

MATTERS ONGOING

347**. **Wall – Rear of Amenity Area, Sandy Lane.** Mr S. Griffiths has confirmed that the sandstone coping stones have been located at Gailey depot. Dr Taylor has also sourced some additional blocks from Chillington estate. Email has been sent to Mr Twigger requesting that he liaise with Dr Taylor regarding Mr Fletcher completing the wall.

It had been reported that steps had been installed further up Sandy Lane. Confirmation received from Catherine Gutteridge, enforcement officer at South Staffordshire Council that a retrospective planning application is pending.

Matter of report.

88. **Parish Guide.** Final draft received today and the guide will be going to print early next week.

Matter of report.

OTHER MATTERS FOR THE CLERK'S REPORT:

Winter/Spring Newsletter. Copy tabled. Members are asked to advise the Clerk of any errors or omissions by Monday 2 March. The newsletter will be forwarded to the printers once any amendments have been made.

Matter of report.

12 February 2015

Land at Coven Heath. Land previously owned by Miss C. White (deceased) has been put up for auction which took place at 11.00am today. I have contacted Mr Hilton of Dallow and Dallow the solicitors for Bushbury Charities who own the land on which the adjacent allotments stand (rented by the Parish Council since 1904) in response to contact from Mr Mr F. Barrett. Mr Barrett was concerned that once sold it is possible that hedges may be removed without planning permission having been sought. Mr Hilton has confirmed that the title for the allotments has recently been registered but as the documents go back to 1640, there is no reference to the boundary hedge. The situation may be similar for the Poor's Land, which Mr Barrett currently rents from the Parish Council but I have not yet been able to speak to Mr Smillie, the Council's solicitor.

Matter of report.