

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 MARCH 2015 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 G. Sibley, Dr R.C.H. Taylor, Mrs L. Tomkins, Mr M. Webb MBE.

IN ATTENDANCE:

Cllr Mrs W. Sutton.

APOLOGIES:

Cllr B Cox (personal), Cllr M. Hampson (personal), Mrs L. Holmes (personal), 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 held on 12 March 2015 were approved as being an accurate record and duly signed, with the exception item 313. Mr D. Evans had suggested the Parish Council looked at having a central burial ground site in cooperation with South Staffordshire Council and asked that the matter be placed on the next agenda.

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.

323. **POLICE REPORT:**

PCSO Adam McAree introduced himself as the new PCSO. He had been covering the area for 4 – 5 weeks but due to illness had been unable to attend a meeting any sooner. There had been a number of incidents over the last 30 days, mainly burglaries from outbuildings and sheds. A motor vehicle had been reported as stolen but was later found and had rolled down the road. The off-road vehicle which was being used had been donated by JCB to help tackle crime in rural areas. His email address was available from the Clerk and he would eventually be contactable by voicemail.

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322. **PUBLIC PARTICIPATION:**

Norman Gibbins of Brewood Road, Coven and coach driver asked the Council for their thoughts on a one-way system around Brewood. The County Council was considering a one way system Newport Street and double yellow lines extended further down Dean Street with residents agreement. A one-way system in Dean Street may increase speeding and transfer the problem to other parts of the village. It was suggested this matter be added to the agenda for the next meeting of the Traffic Management Working Party.

MATTERS ARISING:

374*. **Bishops Wood Skate Park.** The skate park had been dismantled by the Village Hall Management Committee without permission. Legal advice had been sought from Staffordshire Parish Council's Association regarding the Council's position. Clerk's Report referred.

It was resolved to organised a meeting of Parish Council Members, Bishops Wood Village Hall Management Committee members and Mrs K Westwood once they had submitted the required information.

295. **CPI Bid.** Mr P. Rochford had advised that footpath 3 in Brewood may be a suitable site to qualify for funding. Dr R. Taylor reported that Mr Goodreid would be asked to dredge the stream as part of the bid.

Matter of report.

296. **Draft Open Space Strategy.** Dr R. Taylor had made some further comments, which had been passed to South Staffordshire Council together with Mrs L. Tomkins' comments.

Matter of report.

316. **District Council's Report.** At the meeting held 12 March Cllr M. Hampson stated that he was surprised that the Parish Council had not commented. On checking the records, the Parish Council had submitted the following: 'The Parish Council has no evidence to support or object to the proposals.' This comment appears on South Staffordshire Council's planning public access website.

It was resolved that the Clerk write to Cllr M. Hampson to inform him of the findings.

320. **Staffordshire Day.** Letter received from Gavin Williamson MP thanking the Parish Council for its interest in his proposed Staffordshire Day. If agreed, it would take place in 2016 to coincide with 1000 years since the first mention of Staffordshire in written manuscript. Mr Williamson will further update the Council in due course.

Matter of report.

391* **School Lane Playing Field.** Letter received from Mr Monckton in response to the recent letter sent on behalf of the Parish Council. Mr Monckton had indicated that he would like to meet with the Council with a view to re-purchasing the land. Transcript of the letter was tabled at the meeting.

It was resolved that the Clerk write to the solicitor to arrange a meeting at South Staffordshire Council with him to discuss the response.

MATTERS ONGOING:

269** **Superfast Broadband.** The cost of the new contract with BT including fibre broadband would be less than was currently paid. Unfortunately BT had been unable to process the order, the reasons were unclear. Transfer to the new contract should take place shortly.

Matter of report.

237. **Police Report.** Road traffic accident 31 December 2014 Coven/Brewood Road. Reply received from West Midlands Ambulance Service giving details of the times calls were received and times vehicles were dispatched. The Parish Council was please to have received a response but considered it erroneous.
Matter of report.

CORRESPONDENCE RECEIVED:

324. Car Scheme Publicity, South Staffordshire Review Magazine. Dr Taylor was concerned that there was no mention of the Brewood and district scheme which has been running officially for at least ten years, and unofficially for longer. Cllr Mrs D. M. Holmes confirmed the car scheme had been running for over 20 years.

It was resolved that the Parish Council took no further action in this matter.

325. Letter received from Mrs J. Leek of Deansfield Road, Brewood asking for bollards to be erected along Deansfield Road outside 22 and 24 in order to prevent vehicles mounting the grass verge which runs outside 16 -24 Deansfield Road. This would be the responsibility of Staffordshire County Council's Highways department.

It was resolved that the Clerk write to the new occupants regarding parking on the road opposite the grass verge in Deansfield Road, Brewood.

326. Annual Return and Audit. The papers had been received from Grant Thornton advising that the Annual Return must be completed by 15 June 2015.

Matter of report.

327. Email received from Mr S. Griffiths advising that the Neighbourhood Highways Team would be in Brewood on 20 July for 8 days and 9 November for 8 days. The Council's handyman had been given details of the type of work they can carry out and had been asked to note any tasks around the villages that they may be able to tackle.

It was resolved that Members advise the Clerk before the end of June of anything suitable for the team to undertake.

328. Email received from Dr R. Taylor to Mr M. Keeling regarding the junction of Engleton Lane and Ivy House Lane, previously raised some two years ago, requesting that consideration be given to erecting signage and a mirror. Mr M. Webb MBE reported that railings on Ivy House Lane used to be painted white to indicate an oncoming hazard.

It was resolved that painting the visibility fence be put on the list for Neighbourhood Highways Team to complete, see 327.

329. **Staffing.** Resignation of the Car Scheme Co-ordinator, copy of the letter was circulated prior to the meeting.

This item was taken at the end of the meeting when the public and press were asked to leave, in view of the confidential nature of the business to be discussed, in accordance with Standing Order 2.1(c):

It was resolved to accept the recommendations of the Staffing Committee, to advertise the position with a closing date of 17 April 2015. The Assistant Clerk to cover the vacancy in the interim.

330. Letter received from Gavin Williamson on behalf of Molly Hill concerning the state of the car park outside the Co-op in Coven, graffiti on the skate park ramps and dogs at Coven playing field, copy of the letter was circulated prior to the meeting.

It was resolved that the letter be forwarded to Staffordshire County Council Highways Team regarding the Co-op car park at Coven. The Clerk to write to Miss Hill thanking her for her letter and to invite her to attend a Parish Council meeting.

331. Letter from the Community Council of Staffordshire regarding the future of the Village Agent, a copy was circulated prior to the meeting.

It was resolved that the Parish Council would not support the proposed re-focussing of the Village Agent.

332. **CORRESPONDENCE CIRCULATED:**

South Staffordshire Review

SPCA Bulletin 12 March, 19 March

HM Lord Lieutenant of Staffordshire - Do the Honours for Staffordshire, nomination form.

Brewood Civic Society Minutes of the meeting held 16 March and copy letters regarding various planning applications.

333. **DISTRICT/COUNTY COUNCIL'S REPORT:**

Cllr Mrs W. Sutton reported that the Work Club had been successful and had recently found jobs for two people on a low income. The Work Club supported full time roles with permanent contracts. Cllr Mrs W. Sutton had met the Village Agent at the Work Club. Two benefit advisors had attended the Work Club, the Work Club had not had anyone asking for benefits before so it was unnecessary for them to be there and intimidating for the attendees to have to face so many people. The benefit advisors were asked not to attend, however, later on one person did need benefit advice. In locality 2 there were only 40 claimants of Job Seekers Allowance.

Dr R. Taylor congratulated Cllr M. Sutton on his letter published in The Telegraph.

Cllr Mrs W. Sutton reported that Cllr M. Sutton had taken photographs of the blue markings and had spoken to British Gas to find out who was responsible for it.

334. **CHAIRMAN'S REPORT:**

The Chair M. Alden-Court had nothing to report.

335. **FINANCE REPORT:**

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

- The income and expenditure accounts payable as at 26 March 2015 including salary payments and 4.25 additional hours for the Car Scheme Co-ordinator, plus direct debit payments arising from the February bank reconciliation, income £11,545.25 and expenditure £2,623.02, **be approved.**
- The Financial Summary – Cash Book Reconciliation for February, circulated prior to the meeting, **be approved.**
- Donation of £20 to Stafford Samaritans (see minutes of the meeting 13 February 2014), **be approved**

- Payment for the delivery of the winter/spring Newsletters and Parish Guides: Brewwood Civic Society £132, Coven Heath Community Association £36 Coven Newsletter Delivery Fund £132 and Miss B. Cumming £36, **be approved.**
- Payment of this year's grant of £600 to Coven Heath Community Association, **be approved.**
- Renewed the Parish Council's membership of the Community Council of Staffordshire £25 from 1 April 2015, **be approved.**

312. **Swings at Bishops Wood Play Park.** Deferred from previous meeting. One quote received giving two options: to take down the equipment, break up the concrete and leave in the ground and over turf £750, to take down the equipment, take the concrete away and re turf £1,150. A verbal quote from a second contractor had been received, Clerk's Report referred.

It was resolved to accept the second quote received, for removal of the frame and concrete at a cost of £200, be accepted, subject to it being received in writing.

336. PLANNING REPORT:

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

Application 14/00960/FUL had been withdrawn.

Cllr Mrs W. Sutton left the meeting.

338. PLAYING FIELDS REPORT:

Reports received for:

- Bishops Wood playing field and skateboard park, no report was received.
- Brewwood playing field and skateboard park, Mr D. Evans would submit a written report on Friday 27th March 2015.
- Coven playing field and skateboard park, Mr R. Dakin reported that a hole in the playing field perimeter fence had started to appear where people were climbing the fence. There was a lot of dog mess by the skate park.
- The Bront, Mr R. Dakin reported that there was a lot of dog fouling and the blue litter bin by the play area had come loose. The pathways were very muddy. The fence at the back of Riverside Way had been repaired and there was no further damage. Mr Dakin had tried to make contact with the occupants but no one was home.

337. CLERKS REPORT:

The Council received the written report of the Clerk and noted its content. The Clerk verbally reported that the Janitor had commenced new employment but would continue his duties with the Parish Council.

ANY OTHER MATTERS OF REPORT (for inclusion on the agenda for the next meeting if appropriate)

Dr R. Taylor reported that he along with Mr D. Evans and Mr G. Martin attended the Bowling Club AGM and said the Bowling Club were hoping to bowl their first bowl by beginning of June 2016 and had potentially secured £150,000 in funding.

There being no further business, the meeting closed at 9pm.

.....Chair

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

MATTERS ARISING

374*. **Bishops Wood Skate Park.** Interim response received from Staffordshire Parish Council's Association regarding the Parish Council's legal position, further details to be forwarded to the SPCA. Email received from Mr T. Sloane confirming that the Bishops Wood Village Hall Committee have dismantled the skate park equipment and put it into storage, and asking that the email be tabled. Also received, a letter from Kay Westwood of Bishops Wood expressing her surprise that the skate park had been removed without consultation with the community. Copies of both tabled; Ms Westwood's letter will be placed on the agenda for the next meeting of the Parish Council.

Members' views.

295. **CPI Bid.** Dr Taylor, Gordon Batey and I met to discuss the possibility of grant funding. Quotes to be sought from a variety of contractors to support the application. Dr Taylor may wish to report further.

Matter of report.

391* **School Lane Playing Field.** Letter received from Mr Monckton in response to the recent letter sent on behalf of the Parish Council. Mr Monckton has indicated that he would like to meet with the Council with a view to re-purchasing the land. Transcript of the letter tabled.

Recommended action: a meeting of the working party be arranged as soon as possible.

MATTERS ONGOING

269** **Superfast Broadband.** The cost of the new contract with BT including fibre broadband will be less than we currently pay. Unfortunately BT have been unable to process the order, the reasons are unclear at the moment but it may be that the line below the required standard. We will endeavour to transfer to the new contract as soon as is possible.

Matter of report.

237. **Police Report.** Road traffic accident 31 December 2014 Coven/Brewod Road. Reply received from West Midlands Ambulance Service giving the details of the times calls were received and times vehicles were dispatched. When the first call was received at 13.32 it was the patient was assessed at 'Green 2 Response' and a vehicle should have arrived within 30 minutes. A second call was received and the patient was reassessed as 'Red 1 Response' when a clinician should arrive within 8 minutes. The second vehicle arrived within 14 minutes of receiving the initial call, with the first vehicle arriving 2 minutes later.

Matter of report.

FINANCE

312. **Swings at Bishops Wood.** Second quote received verbally, will be followed up in writing. For removal of the frame alone £100, to also remove the concrete £200.

Members' views.

OTHER MATTERS

119. **Grounds Maintenance at the Bront.** Letter received from Mrs Allsopp via Gavin Williamson regarding the possibility of Japanese knotweed at the Bront. I visited with Mr A Cousins in the summer and established that it was Himalayan balsam. I have written to Mrs Allsopp explaining.

Matter of report.

26 March 2015