

**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 25 JUNE 2015 AT 7.30PM**

**PRESENT:**

Ms M. Alden-Court, Mrs J. Carr, Mr R. Dakin, Mr D. Evans, Mrs J. Jeffries, Mr K. Kearney, Mr G. Sibley, Mrs M. Sambrook, Cllr Mrs W. Sutton. Mrs L. Tomkins, Mr M. Webb MBE.

**IN ATTENDANCE:**

Cllr Mrs J. Bolton, Cllr M. Sutton.

**APOLOGIES:**

Mrs J. Bradshaw (personal), Cllr B. Cox (prior meeting), Cllr Mrs D. M. Holmes (illness), Mrs L. Holmes (personal), Dr R. C. H. Taylor (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.

Mrs L. Tomkins declared an interest in planning application 15/00452/FUL.

**MINUTES:**

The Minutes of the Meeting held on 11 June 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.

71. **PUBLIC PARTICIPATION:**

Mrs Jeanette Edwards of Bishop's Wood stated that the Sue Groom commemorative walk was an excellent idea. She also reported that a letter had been sent to the Council with regards to a privately owned overhanging hedge on Ivetsey Bank Road, but had not yet received a reply. Mr D. Evans replied that this was a matter for Staffordshire County Council's highways department. The Chairman said that she would ask the Clerk to look into the matter.

**The Chairman moved the suspension of Standing Order 2.1(q) for the gentlemen to remove jackets.**

25 June 2015

72. **POLICE REPORT:**

No Police Report was received.

**MATTERS ARISING:**

256/164\*\* **Traffic Management/Congestion in Dean Street.** Email received from Cllr M. Sutton regarding the proposed one-way system in Newport Street. Cllr Sutton and Mr M. Keeling are available in the morning of both 13 and 14 July to meet with the Traffic Management Working Party in the Council Chamber.

**It was resolved that the date of the Traffic Management Working Party meeting would be 13 July.**

273\*\* **Renaming Bishops Wood Park/Commemorative Walk.** Mr G. Sibley had forwarded some proposals for the Sue Groom commemorative walk. Copy enclosed. The Chairman, Mrs J. Jeffries reported that she was in the process of contacting all the land owners concerned and would then liaise with Mr G. Sibley.

**It was resolved that the matter be deferred until all the land owners had been contacted.**

**The Chairman moved that the meeting return to Public Participation for the two representatives from SPARTA Fitness regarding the Boot Camp be allowed to speak.**

Mr N. Neil of Sparta Fitness, Coven requested the use of Coven Playing Field and The Bront to run a Boot Camp for two one hour sessions for ten weeks. The playing field would be used on Sunday mornings and The Bront on Wednesday evenings. He then answers questions from the Council.

Mrs M. Sambrook asked how many would be attending each session as she had concerns about car parking; what type of equipment would be used and damage to the grass. Mr Neil replied that each session would be approximately fifteen people and he hoped that because it was local people they would walk there. The equipment was light and it would be mainly body workouts and there would be no damage to the grass.

Ms M. Alden-Court stated that she thought it was a very good idea and would attend the sessions.

Cllr. Mrs W. Sutton declared a personal interest, but asked if they had Public Liability Insurance in case of an accident. Mr Neil replied that they were fully insured for up to three million pounds and that they were both registered first aiders.

The Chairman, Mrs J. Jeffries thanked the representatives for their information and said that it would be put on the agenda for the next meeting of the Council for discussion.

374\*\* **Bishops Wood Skate Park.** The meeting took place on 17 June with the Village Hall Management Committee. Mrs K. Westwood (community representative) and Mrs S. Szalapski (minutes secretary) were also in attendance. The Council heard the report of the meeting from Mrs J. Carr and Mrs J. Jeffries. It was noted that the Village Hall Management Committee were very concerned about the costs.

**It was resolved to wait until an alternative system for the septic tank was investigated.**

135\* **Affordable Housing.** Ms C. Riley of South Staffordshire Housing Association had confirmed that a representative from SSHA and Mr J. Lancaster would be able to attend the meeting to be held on 9 July at 7.00pm to discuss the findings of the Parish Housing Needs Survey.

**Matter of report.**

60. **Boot Camp Coven.** Two representatives attended the meeting and spoke during Public Participation. **It was resolved that the matter be deferred to the next meeting.**

70. **Bus Shelter at The Pavement, Brewood.** Quotes had been sought to replace the perspex panes at the bus shelter but are quite expensive. Further quotes would be sought.

**Matter of report.**

**MATTERS ONGOING:**

135. **Grass Verge, Deansfield Road.** Request to widen the road sent to SCC, Cllr M. Sutton to fund. Mr R. Dakin reported that a reply had not been received.

**It was recommended that the Clerk investigate.**

153. **Canal Bridge 14, Wharf Lane** (Repainting and painting to be pursued 2017). **Footbridge 14a and Thomas Telford Bridge A5.** The project manager for the Stretton Aqueduct Marc Evans had confirmed that inspections of the aqueduct would hopefully take place in September this year, subject to traffic management agreements. With regard to the footbridge 14a, the Estates Department had stated that this footbridge is subject to a Deed of Grant of Easement from 1989 with Staffordshire County Council and therefore makes the council responsible for maintaining the footbridge. Mr D. Evans proposed that these matters be followed up.

**It was recommended that the Clerk write to Staffordshire County Council.**

263. **Middle Lane, Coven Heath.** Huge vehicles and animals kept on the land. Planning application now submitted. Mrs L. Tomkins reported that a planning application with payment had still not been submitted; the enforcement officer at South Staffordshire Council stated that it was being paid on Friday 26 June. Cllr Mrs W. Sutton replied that she would speak to the enforcement officer on Friday and report back to the parish council at the next meeting.

**Matter of report.**

391\*\* **School Lane Playing Field.** Meeting with Jamie Parsons and Mr Monckton had been confirmed for 11 am at South Staffordshire Council offices on Monday 6 July. The Chairman reported that any of the Councillors could attend if they wished. Locum Clerk's Report referred.

**Matter of report.**

**CORRESPONDENCE RECEIVED:**

73. Members considered presenting plaques to Mr A. Ball, Mr J. Pegg and Mr G.E. Martin who did not stand for re-election in May. It was proposed to invite them to attend the Council Chamber at 6.45pm on Thursday 9 July.

**It was resolved that the plaques be presented on Thursday 9 July.**

74. Email received from Mr R. Jowett of Brewood requesting that the Parish Council lobbies Stafford County Council on behalf of parish residents to prevent the withdrawal of the 76a evening bus service. Cllr M. Sutton reported that the 76a service was a subsidised bus service at a yearly cost of £45,650. A survey had been carried out and on average there were only 4 passengers per journey making the service infeasible. The 54 bus service was not subsidised and this service would be reviewed in twelve months' time.

**It was resolved that the Clerk write to Mr R. Jowett with the reasons why the service had been withdrawn.**

75. Letter received from Staffordshire County Council regarding the new Mineral Local Plan for Staffordshire (2015-2030). The plan includes policies which identify allocations for mineral working and determining minerals related planning applications. Copies of all documents may be accessed at <https://consultation.staffordshire.gov.uk/> Representations may be made until 31 July 2015. Members expressed their concerns about whether the area was suitable for fracking.

Mr D. Evans also reported that there were minerals under Coven Heath Common.

**It was resolved that Members access the web site and make their representations or contact the Clerk with their representations.**

76. The Assistant Clerk met with representatives of Coven Heath Allotments Association on 15 June and had made some recommendations. Copy of report circulated prior to the meeting. Members were asked to consider the recommendations in the report.

**It was resolved that the recommendations be approved.**

119\* **Himalayan Balsam, Bront.** Email received from Mr G. Sibley regarding the removal of the Himalayan Balsam at the Bront, copy tabled. Email forwarded to Mr A. Cousins at South Staffordshire Council awaiting comments. Mr Sibley reported that South Staffordshire Council had not done the job properly and that there was still a lot of the Balsam left to regrow.

**It was resolved that the Clerk contact South Staffordshire Council and withhold payment until work had been completed satisfactory.**

77. **CORRESPONDENCE CIRCULATED:**

PCC advising that SPACE will be re-launched in South Staffordshire.

Newsletter from Rt. Hon. Gavin Williamson.

Brewood Civic Society Minutes of the meeting held on 15 June and copy letters regarding various planning applications.

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

Cllr M. Sutton had already reported on the 76a bus service and he had nothing else to report.

Cllr Mrs W. Sutton reported that a Prevent Masterclass would be held tomorrow at 9.30am – 1.30pm re: radicalisation. She also reported that the councils' work club was very successful and that there was now only a small amount of unemployed in the area. She had also requested a bus stop sign for Coven Road, Brewood, as some buses were not stopping at the designated stop.

79. **CHAIRMAN'S REPORT:**

The Chair Mrs J. Jeffries reported that she had attended the BPSA all day football tournament when 30 teams from Staffordshire and Cheshire competed against each other. She congratulated Mr. M. Webb MBE for a well organised and successful day.

Mrs J. Jeffries had also attended the Armed Forces Day at South Staffordshire Council when Legions from across the area raised the flag.

80. **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 approvals list for accounts payable as at 25 June 2015, including salary payments, Income £27.68 and Expenditure £11,284.63, **be approved.**

- The playground inspections at Bishops Wood, Brewood and Coven playing fields at a cost of £75 each by G.B. Sport and Leisure, **be approved**. This company had carried out the last two annual inspections.
- Following the report of an increase in litter, Members were asked to consider the quote for an additional refuse bin at Coven playing field (near to the play park) at a cost of £155 for a standard bin or £295 for a large bin. Installation was an additional £30.  
**It was resolved to approve in principle the purchase of a standard bin but inform Council of actual capacity before purchase.**
- Mr M. Webb MBE had requested that the Parish Council considered having name plaques at its public meetings. Quotes for the plaques were circulated prior to the meeting.  
**It was resolved that the Clerk provide photographs of the plaques at next meeting.**
- The printing and delivery of the summer newsletter £301 for printing and £280 for delivery, **be approved**.

81. **PLANNING REPORT:**

The Council received the Planning Report from the Chair Mrs J. Jeffries in the absence of Dr R. Taylor and considered the planning applications.

82. **PLAYING FIELDS REPORT:**

- Bishops Wood playing field forwarded by Mrs S. Hughes
- Brewood playing field and skateboard park from Mr D. Evans. Mr D. Evans reported that the grass needed mowing, the hedges needed attention as there were brambles growing into the playing field particularly on the Engleton Lane side and the drain cover needed attention as it was open. However the ground was dry.
- Coven playing field and skateboard park from Mr R. Dakin. Mr Dakin reported that someone had put up a net on the goalposts. There were holes in the perimeter fence around the tennis court, damage to the soffit, fascia, roof tiles and roof vent. The down pipe bracket required fixing back. The bark on the aerial runway needed topping up. There was also a large number of wood pigeons on the grass.
- The Bront from Mr R. Dakin. Mr Dakin reported that there was still dog fouling.

83. **CLERKS REPORT:**

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

**OTHER MATTERS OF REPORT:**

**Holiday Cover for Janitor/Caretaker.** Mr Orgill had booked 26-28 June as annual leave. Mr M. Webb MBE had agreed to manage Sandy Lane W.C and Mrs Y. Millward had agreed to open and close Coven Playing Fields.

**Matter of report.**

There being no further business, the meeting closed at 8:50pm

.....Chair

**REPORT OF THE LOCUM CLERK FOR THE MEETING OF THE COUNCIL  
TO BE HELD 25 JUNE 2015**

**CORRESPONDENCE RECEIVED**

**119\* Himalayan Balsam, Bront** Email received from Mr G Sibley regarding the removal of the Himalayan Balsam at the Bront, copy tabled. Email forwarded to Mr A Cousins at South Staffordshire Council, awaiting comments. Mr Sibley may wish to report further.

**MATTERS ONGOING**

391\*\* **School Lane Playing Field.** Meeting with Jamie Parsons and Mr Monckton has been confirmed for 11am at South Staffordshire Council offices on Monday 6<sup>th</sup> July.

**Matter of report**

**OTHER MATTERS**

**Holiday Coven for Janitor/Caretaker.** Mr Orgill has booked 26-28 June as annual leave. Mr M Webb MBE has agreed to manage Sandy Lane W.C and Mrs Y Millward has agreed to open and close Coven Playing Fields.

**Matter of report.**