

BREWOOD 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 29 OCTOBER 2015 AT 7.30PM

PRESENT:

M. Alden-Court, Mrs J. Bradshaw, Mrs J. Carr, Mr R. Dakin, Mr D. Evans, Cllr Mrs D.M. Holmes, Mrs J. Jeffries, Mr K. Kearney, Mrs M. Sambrook, Mr G. Sibley, Cllr Mrs W. Sutton, Dr R.C.H. Taylor, Mrs L. Tomkins, Mr M. Webb MBE.

APOLOGIES:

Mrs L. Holmes (personal), Cllr B. Cox, Cllr M. Sutton (prior meeting).

DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND REQUESTS FOR DISPENSATION:

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

Mrs M. Sambrook declared an interest in items 274** and 183. Mrs J. Carr declared an interest in items 313** and 189 Finance: Beavers and Cubs grant application. Mrs L. Tomkins declared an interest in item 183 and planning application 15/00746/FUL.

MINUTES:

The Minutes of the Meeting held on 8 October 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 is not considered that the resolutions moved herein would have any adverse impact for the purposes of the Crime and Disorder Act 1998.

174. **PUBLIC PARTICIPATION:**

No members of the public wished to speak.

175. **POLICE REPORT:**

The Police Report was tabled at the meeting. It was noted that some information was incorrect. Clerk to seek clarification. The Parish Council wished to formally thank PCSO Adam McAree for attending the recent Traffic Management Working Party meeting.

MATTERS ARISING:

391**. **School Lane Playing Field.** Email received from Mr Maddox advising that South Staffordshire Housing Association was no longer interested in progressing the matter. However, having discussed again with Charlie Riley, they may reconsider. Clerk's Report referred.

Matter of report.

313** **Burial Ground Coven.** Email received from Fr M. Lockey regarding burial ground in Coven. Copy circulated prior to the meeting. Fr Lockey has arranged a community meeting at 2.30pm on 24 November at St Paul's Church Coven. Dr R. Taylor would attend.

It was resolved that the matter be deferred awaiting the outcome of the community meeting to be held on 24 November.

295*. **CPI Bid.** Footpath 3 Brewood. The work was completed on Tuesday 20 Oct. A photograph of the new oopath was be tabled.

It was resolved that the Clerk write again to Mr Goodreid and request that he clear the stream. Clerk to also contact CPRE to establish any legal obligations regarding the flow of water.

104. **Friends of Coven.** M. Alden-Court gave details of the inaugural meeting held at the Memorial Hall in Coven. It was unclear whether or not the group was in any way linked to the Parish Council.

It was resolved that the matter be revisited in three months' time when the group would be more established and its purpose made clear.

MATTERS ONGOING

The Council received the Matters Ongoing report, circulated prior to the meeting.

274** **Bishop's Wood Skate Park.** Clerk's Report referred. Members discussed the correspondence received at length and were disappointed that the village hall committee had the audacity to remove the skate board park without proper consultation with either the council or community and had failed to apologise for its actions.

It was resolved that the Environment Agency be made aware of the potential hazard to health and be requested to make a report.

It was further resolved that the Clerk write to the VHMC advising that the Parish Council would like the committee to retain the railings for reinstatement when the facilities for young people were replaced and to advise that the committee should dispose of the dismantled equipment (at no cost to the Parish Council).

Mr D. Evans voted against the VHMC disposing of the equipment, which should have been replaced by them.

CORRESPONDENCE RECEIVED:

176. **Dementia Friends.** Cllr Mrs W. Sutton outlined the work undertaken by South Staffordshire Council in raising awareness of dementia and offered to provide further information to groups or individuals interested in the initiative. Interested groups to contact Mrs Sutton.

Matter of report.

177. Letter received from Mrs P. Clay of Coven expressing her gratitude to the Car Scheme drivers who had taken her to medical appointments. Mrs Phillips Car Scheme Co-ordinator to pass Mrs Clay's comments to the drivers concerned.

Matter of report.

178. Grant Applications Form. The application form had been reviewed to include reasons for applying, in order to enable the Parish Council to make an informed decision when considering future applications. Copy circulated prior to the meeting.

It was resolved that the amended form be approved and uploaded to the website.

179. Letter received from Jeremy Lefroy MP congratulating Bishop's Wood on being highly commended in the Best Kept Village Competition this year.

Matter of report.

180. Email received from Mr D. Frost, Deputy General Manager of Catch Corner at Acton Gate, asking if the Parish Council would provide the dates of Christmas lights switch on events in Brewwood and Coven in order to get Wacky Warehouse mascots involved.

It was resolved that the Clerk forward Mr Frost's email to the lighting committees.

181. Email received from Helen Astley of South Staffordshire Council inviting the Chairman to the Service of Remembrance to be held at the Council offices on Wed 11 November at 10.35am.

Matter of report.

182. Letter from Mr T. Abbotts of Brewwood and District Royal British Legion inviting Members to the Remembrance Day Parade on Sunday 8 November starting at the Shop Lane HQ at 10.15am. There would be a rehearsal on Tues 3 November at 5.45 pm at the Royal British Legion club.

It was resolved that the following Members would lay wreaths on Remembrance Day: Mrs J. Jeffries, at Brewwood (St Mary & St Chad), M Alden-Court, (St Mary's RC) Brewwood, Mrs L. Tomkins Coven Heath (St. Paul's, Coven) Mrs J. Bradshaw, Coven and Mrs M. Sambrook, Bishop's Wood.

183. Coven Heath Allotments. Email received from Coven Heath Allotments Association regarding unkempt plots.

It was resolved that the Clerk write advising unless action was taken to tidy up the plots over the forthcoming weeks, tenancies would not be renewed for next year; vacant plots to be advertised on the Parish Councils website, notice boards and Facebook page and in the allotment association newsletter. It was further resolved that the Clerk write to the Allotment Association thanking them for their hard work in improving the site.

184. Email received from the Canal & River Trust inviting members to the annual showcase event on 6 November at Lion Quays on the A5 near Chirk.

It was resolved that interested Members advise the Clerk.

185. Email received regarding Coven Heath pumping station. Mrs L. Tomkins reported that the pumping station was to be refurbished at a cost of £520,000 and congratulated the Parish Council on helping to achieve this.

Matter of report.

186. **CORRESPONDENCE CIRCULATED:**

Thank you letter from Buckingham Palace on behalf of the Queen.

SPCA bulletins 15 and 22 Oct.

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Rt. Hon. Gavin Williamson Newsletter
 British Heart Foundation Defibrillator and CPR training and funding available.
 Brewood Civic Society – copy letter regarding the tree removal at the Swan Hotel (no objections)
 Codsall Community Arts Festival Music News March 2016
 South Staffordshire Council Cycling Scheme for beginners
 Staffordshire PNN details of Matthew Ellis' speech at the Parish Summit and financial position

187. DISTRICT/COUNTY COUNCIL'S REPORT:

There was no report from the County Council.

Cllr Mrs W. Sutton reported on the success of the Work Club; the last job seeker had secured employment and three individuals had improved their promotional prospects.

188. CHAIRMAN'S REPORT:

The Chairman, Mrs J. Jeffries thanked everyone involved in the Business Plan which was tabled at the meeting. She had attended the Parish Summit and encouraged Members to attend future summits as they were worthwhile. It was noted that Matthew Ellis' speech had been posted on the PNN website.

189. FINANCE REPORT:

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

- The Income and Expenditure list for accounts payable as at 29 October, including salary payments. Income £150 Expenditure £11,209.81 (net), **be approved.**
- The end of September bank reconciliation which supported the budget report, **be approved.** Copy circulated prior to the meeting.
- The budget review as at 30 September 2015, **be approved** Copy of report and budget summary circulated prior to the meeting.
- The payment of £400 to Dallow & Dallow, annual rent of Coven Heath Allotments, **be approved.**
- The purchase of 2 small Christmas trees and lights for outside the Council office from the Rotary Club of Brewood and District at a cost of £25 each, totalling £50, **be approved.**
- The grant application from Coven Beavers and Cubs for a sum of £500.00, **be approved. Mrs J. Carr did not speak or vote on this matter.**
- The payment of the Christmas Lights Insurance for Bishop's Wood and Coven Heath at a cost of £176.86 each, **be approved.**
- The Council considered the letter received from Mr C. Ryan of Lightsource Ltd regarding the proposed planning application for a solar farm at Lawn Lane, Coven. The company had offered a community benefit payment of up to £2,450 per year for 20 years. Copy circulated prior to the meeting.
It was resolved that the Clerk investigate the legal position in accepting this offer and be approved to act on behalf of the Parish Council to secure the funding if appropriate.

Cllr Mrs J. Bolton and Cllr Mrs W. Sutton left the meeting.

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Members were advised that the Clerk would be working on recommendations for the 2016/2017 budget and requests for funding to be considered by the Council should be submitted to the Clerk as soon as possible and no later than 12 November – details of any proposals and outline costs to be forwarded in writing. Date to be set for the precept meeting.

It was resolved that a date for the precept meeting be considered at the 12 November meeting.

190. **PLANNING REPORT:**

The Council received the Report from the Head of Planning Dr R. Taylor and consider the planning applications received.

Dr Taylor also reported that he had received information from the CPRE regarding a possible initiative giving Parish Councils with local knowledge the ability to appeal against district council decisions. This had been forwarded to Rt. Hon. Gavin Williamson MP.

191. **PLAYING FIELDS REPORT:**

- Bishop's Wood playing field forwarded by Mrs S. Hughes; green caps missing off bolts on the slide, fence needed repairing near the gate and there are weeds around the play area.
- Brewood playing field and skateboard park from Mr D. Evans. The hedges needed cutting back and all the equipment required cleaning.
- Coven playing field and skateboard park from Mr R. Dakin; skate park ramp and gate vandalised, Clerk to contact Ramp Mental for advice. Downpipe on changing rooms needed repairing. Consideration be given to installing a boot brush outside the changing rooms. Netting around the tennis court was damaged (quotes sought).
- The Bront from Mr R. Dakin, paths wet and muddy, some Himalayan balsam was still in flower. The stepping stones were covered in grass; Mr Dakin offered to cut the grass back.

192. **CLERK'S REPORT:**

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

The Neighbourhood Highways Team would be in the Parish from 9th to 13th November, Members were asked to advise the Clerk of any outstanding repairs as a matter of urgency.

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

None.

There being no further business the meeting closed at 9.40pm

..... Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 29 OCTOBER 2015**

MATTERS ARISING:

391** **School Lane Playing Field.** Originally Mr Maddox's proposals did not include any social housing. However, he has since approached them to ask if would be interested in including some properties and which they declined. Ms Riley of SSHA has now agreed to contact Mr Maddox to discuss the matter further and Mr Maddox has been made aware of this. No further information has been received.

34/129 **Strategic Business Plan.** The Business Plan meeting was held on 22 October and the draft plan will be available at the end of the meeting for approval at the meeting of the Council to be held on 12 November.

MATTERS ONGOING

274** **Bishops Wood Skate Park.** Email received from Tony Sloane advising that work on the sewage system would commence on from 27 October, copy circulated by email prior to the meeting. From the responses it appears that most members would like to insist that the village hall committee takes responsibility for moving the railings to somewhere for safe storage and consideration to be given to scrap the dismantled equipment. The planning department has been contacted for advice on whether planning permission is required prior to any work being carried out and whether there are any implications for environmental health.

Members' views

PLANNING

Application received to vary a premises licence at 2 The Parade, Brewood Road Coven.

Members' views.

OTHER MATTERS OF REPORT

The Neighbourhood Highways Team will be available from 9th to 13th Nov. Please let me know if there are any outstanding works that the team can undertake. The painting of visibility fences will not now be done until the next spring when the weather should be better.

BREWOD & COVEN PARISH COUNCIL

PLANNING APPLICATIONS CONSIDERED AT THE MEETING **HELD ON 29 OCTOBER 2015**

Application Number	Applicant's Name	Proposal	Comment
15/00746/FUL	Mr J. Cunningham	The use of the land as a private gypsy and traveller caravan site consisting of 4 no pitches and ancillary development. Land Opposite Shaw Hall Farm, Shaw Hall Lane, Coven Heath.	Objection. Development is in the Green Belt with no special reasons. There is already a large proportion of Gypsy sites in Coven Heath. There is no evidence of a continuing nomadic lifestyle.
15/00876/FUL	Mrs F. Mainwaring	Single storey rear sun room extension. 33 Dean Street, Brewood, ST19 9BU	No objections.
15/00894/FUL	Mr T Knight	Proposed conversion of commercial premises to 2 no. residential dwellings (semi detached single storey) at The Old Cattle Shed, Cartwright Lane, Coven	Objection. Over development in the Green Belt with no special reasons.
15/00942/TEL	EE Ltd Communications	15m high replica telegraph pole with 4 no. shrouded antennas along with 1 no. 300mm dish and associated ancillary works thereto. The removal and replacement of 2 no. existing equipment cabinets with 2 no. new equipment cabinets at Tinkers Lane, Brewood.	No objections.