

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 24 SEPTEMBER 2015 AT 7.30PM

PRESENT:

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, Mr M. Webb MBE.

IN ATTENDANCE:

Cllr Mrs J. Bolton, Cllr M. Sutton.

APOLOGIES:

M. Alden-Court (personal), Mrs L. Holmes (personal), Mrs L. Tomkins (personal).

DECLARATIONS OF DISCLOSABLE PECUNIARY 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 J. Jeffries and Mrs M Sambrook declared an interest in item 274. Cllr Mrs W. Sutton declared an interest in item 60.

MINUTES:

The Minutes of the Meeting held on 10 September 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.

145. **PUBLIC PARTICIPATION:**

Mr J. Pegg of Bishop's Wood stated the Community Speedwatch group had not been out since the new 30mph speed limit had been implemented on Ivetsey Bank Road. Three people were needed to do Speedwatch and there were only two members at present. Mrs J Jeffries suggested Mr Pegg contact Mr Waite to see if he would be interested in joining Speedwatch and being trained to use the speed gun in Bishop's Wood (see item 147).

Mrs J. Edwards of Bishop's Wood reported that tractors were travelling too fast and a tractor had mounted the pavement to avoid a collision with another vehicle. The pavement had been damaged and she would contact
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Highways regarding this matter. Mrs Edwards enquired about the Sue Groom remembrance path. Mrs J. Jeffries advised that she was waiting for a response from the agents involved.

Mr P. Mullard of Horsebrook Lane, Brewood stated that tractors were travelling too fast around the village and witnessed a tractor mounting the pavement on Sandy Lane towards Vicarage Road, Mr Mullard had been unable to contact the Police. He would like the Parish Council to send a letter to Crime Commissioner Matthew Ellis and the Chief Constable as he believed the Parish was not receiving the attention it needed and rural areas were not being policed properly. Mr Mullard was encouraged to set up a Speedwatch group which would be supported by the Parish Council.

Mrs J. Jeffries requested the Parish Council write to Highways to request more SIDs and mobile safety cameras.

146. **POLICE REPORT:**

No Police Report was received.

MATTERS ARISING:

274** **Bishop's Wood Skate Park Equipment.** Letter to Mr Taylor drafted, copy circulated prior to the meeting. Response received from Mr Howse of Ramp Mental also circulated prior to the meeting.

It was resolved that:

- **The first and last paragraphs be amended and the letter sent to Mr Taylor.**
- **Details of the way the Roseclaim grant was distributed be included in the next Parish Council Newsletter.**
- **Parish Council consult with the young people of Bishop's Wood regarding the facility they would like.**
- **The skate park equipment be stored at Bishop's Wood village hall for the time being.**
- **Report received from Mr Howse of Ramp Mental, be accepted.**

70* **Library Consultation.** Brewood library would be run by South Staffordshire and Shropshire NHS Trust, copy of letter circulated prior to the meeting. Cllr Sutton clarified that there would be no input from Staffordshire County Council once SSSNHT took over.

Matter of report.

60. **Boot Camp.** The original agreement to approve a trial period of 10 weeks at Coven playing field expired on 20 September. S Miles would like to continue with the arrangement as it had been very successful. **It was resolved that the agreement would continue and be reviewed every six months.**

117. **Traffic Management.** Cllr M. Sutton to liaise with Mr M. Keeling to arrange a morning meeting with Brewood Traffic Management.

Mrs J Carr reported that cars parked at the junction of Brewood Road and Church Lane, Coven were dangerous and blocked visibility of on-coming traffic. Coven Traffic Management meeting had been arranged for 9th October at 2pm. Cllr M. Sutton would attend if available and invite Mr M. Keeling.

It was resolved that a meeting for Brewood Traffic Management Working Party be arranged.

135. **Training, Development Control: How to respond to Planning Applications.** Unfortunately this course was oversubscribed. Further dates to be made available in due course. Clerk's Report referred.
It was resolved that interested Members advise the Clerk.

137. **CCTV control room visit.** Mr M. Webb MBE attended the control room and was very impressed. He reported that there were sixteen cameras monitored from 10am – 2am and the camera located in Brewood village was in perfect working order. Funding had been received from the Police and Staffordshire County Council but the Parish Council may be asked to provide funding in the future.
It was resolved that the Clerk contact Helen Marshall to replace the CCTV monitoring sign at the junction of Stafford Street and Market Place, Brewood.

MATTERS ONGOING:

119*. **The Bront.** Mr D. Kirk had cleared the Himalayan balsam from his side of the river Penk.
Matter of report.

295*. **CPI Bid.** Confirmation had been received from Staffordshire County Council that the bid for upgrading Footpath 3 had been approved. Clerk's Report referred. Clerk to write to Mr Goodreid asking for his co-operation in clearing the culvert.
Matter of report.

93. **Audit Training.** There were currently five names of interested Councillors. Mr Toplis had given the following dates: 3rd, 10th, or 17 November. He would need at least 12 to make it viable and had suggested that the Parish Council join with a neighbouring parish. Clerk's Report referred. Clerk to re-issue information.
Members to advise the Clerk of their availability.

CORRESPONDENCE RECEIVED:

147. Email received from Mr M. Waite of Ivetsey Bank Road, Bishop's Wood regarding speeding vehicles along Ivetsey Bank Road, despite the speed limit having been reduced to 30mph.
It was resolved that the Clerk forward contact details of Mr J Pegg, Community Speedwatch to Mr Waite.

148. Mr M. Orgill had booked annual leave from 24 to 31 October. Cover would be required at Sandy Lane WC and Coven playing field.
It was resolved that Dr R. Taylor would manage Sandy Lane WC and the Clerk contact Mrs Y. Millward to open and close Coven playing field.

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

149. The Parish Council's Newsletter would be drafted in October. Members were asked to advise the Clerk of any articles for inclusion. Mr D. Evans requested a notice be included regarding dog fouling in the playing fields.
Matter of report.

150. Mrs M. Sambrook had asked if the Parish Council could influence South Staffordshire Council in trying to ensure that houses built were for local people. It was the policy (as outlined in South Staffordshire Council's Core Strategy) that there would be provision for affordable housing for the local community. As far as could be established there were no restrictions within the current policy framework controlling who could or could not purchase newly built properties in South Staffordshire.
Matter of report.

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151. The Caretaker for Coven playing field had reported that Wolverhampton Casuals had been using the pitch at Coven for training over the past 3-4 weeks. He was concerned that the newly grassed pitch would be excessively worn at the detriment to the teams hiring the facilities for the forthcoming season.

It was resolved that the Clerk write to Wolverhampton Casuals to ask them to stop using the pitch or enquire if they would like to hire it.

152. Letter received from Dr T. Wynne-Jones advising that Brewood Parish Sports Association wished to remove some hawthorn trees and replace them with native English species and requests the Parish Council's comments. There were no TPOs on any of the trees.

It was resolved that the Parish Council agreed with BPSA to remove some hawthorn trees and replace them with a native species.

153. Email received from SSCVA advising that Church Eaton village would host 3 markets on 19 September, 17 October and 21 November from 10.00am until 1.00pm and requested that they be publicised to ensure they were well attended.

It was resolved that the details be placed on the Parish Council's noticeboards, Facebook page and Newsletter.

154. Email received from South Staffordshire Council's enforcement team regarding the removal of unauthorised signs and flyposting. It had been agreed that Kinver Parish Council would undertake these duties to speed up the process and asked whether or not this Parish Council would like to be extended the same power. Clerk's Report referred.

It was resolved that Lucy Macdonald be invited to address the Parish Council to provide further information.

155. **CORRESPONDENCE CIRCULATED:**

Community Council of Staffordshire AGM and Annual Report 2014-15
PCC Staffordshire Press Release:- New Gateway Launched by Victims' Commissioner
Brewood Civic Society – responses to various planning applications

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

Cllr M. Sutton advised that Speed Identification Devices (SIDs) were not permanent fixtures. He agreed to add Bishop's Wood and Horsebrook Lane, Brewood to the list if these devices would be beneficial. Cllr Sutton stated he would be happy to consider funding for Speedwatch, either in this financial year or 2016-17.

1.2m parish records were held at Staffordshire archives from (1538 to 1900). Members of the public could attend any library to view 'access my past' and book a time with a volunteer if help was required.

The Iron Man tournament was held in Staffordshire recently. It had generated an estimated income of £1m for the County.

Mrs J. Carr asked if the drain by the chemist in Coven was owned by Staffordshire County Council. Cllr Sutton confirmed Staffordshire County Council had undertaken work at the site and more work was scheduled to be done.

Mrs J. Bradshaw reported that a shop owner had parked their vehicle in a disabled parking bay along the Parade, Coven. Cllr M. Sutton agreed to ask Highways to look at the mapping system to see if it was owned by Staffordshire County Council.

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Cllr M. Sutton left the meeting.

Cllr Mrs D. M. Holmes had attended the Staffordshire Fire and Rescue lunch. She advised that 1st October was Community Safety Day. An event would be held at Brewood Fire Station, Bargate Lane, 12.00pm – 9.00pm, which included free health screen assessments. Information would be given on staying healthy and staying safe, training of first aid and advice given on equipment to help around the home.

157. **CHAIRMAN'S REPORT:**

The Chair Mrs J. Jeffries thanked Mrs L Tomkins, Vice Chair for Chairing the meeting held 10th September when she was on holiday.

Mrs J. Jeffries announced that 15th November was a potential date for her Civic Sunday and asked Members to include the date in their diary.

158. **FINANCE REPORT:**

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

- Income and Expenditure approvals list for accounts payable as at 24 September, including salary payments, **be approved.**
- Financial Summary Cashbook Reconciliation for August, **be approved.**
- The appointment of an Internal Auditor for the forthcoming year, Mr A. Toplis, as recommended by SPCA, **be approved.**
- The Parish Council considered the replacement of two leaking thermostatic mixing valves at Sandy Lane WC, at a cost of £135 for both valves, including fitting, **be approved.**
- Renewal of membership of the Staffordshire Playing Field Association at a cost of £15 for the year, **be approved.**
- The purchase of the NALC publication, Local Councils Explained 2013, Clerk's Report referred, **be approved.**

159. **PLANNING REPORT:**

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

The Chairman moved the suspension of Standing Order 2.1(p) to allow the meeting to continue beyond 9.30 p.m.

160. **PLAYING FIELDS REPORT:**

- Bishops Wood playing field, no report was received.
- Brewood playing field and skateboard park, Mr D. Evans reported that the playing field was looking good but the bramble hedge running along Engleton Lane still needed cutting. The Clerk confirmed she had contacted Mr Barker, Entrust. Mr Evans also reported there was dog fouling on the skate park area.

- Coven playing field and skateboard park, Mr R. Dakin reported that holes had started to appear in the matting by the flat swings. At one end of the balance beam there was a screw coming through the tyre. There was a clip broken on the downpipe of the changing rooms and a gutter bracket broken. Nets on the temporary goals had been damaged and needed to be replaced or removed.
- The Bront, Mr R. Dakin reported that the grass and grass paths had been cut. The nettles were starting to die off and were overhanging some of the pathways. Mr Dakin and Mrs J. Carr would organise with Friends of the Bront to cut these back and cut the grass around the stepping stones.

161. **CLERK'S REPORT:**

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

OTHER MATTERS OF REPORT:

There being no further business, the meeting closed at 9:45pm

.....Chair

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 24 SEPTEMBER 2015**

MATTERS ARISING

117. **Traffic Management.** Date to be set for the next traffic management meeting as resolved at the meeting of 10 September.

135. **Development Control: How to respond to Planning Applications.** Unfortunately, both dates in October are full so a further date has been added: Wednesday 11 November 7.00pm to 9.00pm Trentham Suite Staffordshire Place One. Interested Members to advise the Clerk.

154. **Enforcement Support, Flyposting.** Some further information has been received outlining how the process would work. Agents from the Parish Council would take the details on the posters and forward to SSC who would deal with the necessary paperwork. Once this is in place, the agent would remove the offending posters. Lucy Macdonald is happy to visit the Parish Council to get this up and running here.

MATTERS ONGOING:

295* **CPI Bid.** Confirmation has been received from Staffordshire County Council that the bid for upgrading Footpath 3 has been approved. I have spoken to the contractor who will commence work as soon as possible. However, the opportunity to get the work done during the summer has passed and so work may be delayed due to flooding.

93. **Audit Training.** There are currently five names of interested Councillors. Mr Toplis has given the following dates: 3rd, 10th, or 17 November. He would need at least 12 to make it viable and has suggested that we join with a neighbouring parish. I can contact Wheaton Aston and Codsall unless all 15 Members can attend one session.

FINANCE

To approve the purchase of the NALC publication, Local Councils Explained 2013, at a reduced cost of £25 (RRP £50) in order to support the Council in compliance with legislation and other Parish Council guidance in achieving Quality Status.

OTHER MATTERS OF REPORT

Opening of the new GP Surgery. Members are reminded that the new surgery will open tomorrow. The ceremony will start at 12.30pm.

Blocked Drains, Church Road, Brewood. Photographs of the flooding outside the church have been forwarded to Simon Griffiths who has advised that he has raised an order for the gullies to be cleared.

Overhanging Trees, Sandy Lane Brewood. Quotes have been sought to cut back the tree canopy along Sandy Lane overhanging from the Parish Council's amenity area. Highways have advised that the road will need to be closed which could take six weeks to organise.

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PLANNING APPLICATIONS CONSIDERED AT THE MEETING HELD ON 24 SEPTEMBER 2015

Application Number	Applicant's Name	Proposal	Comment
15/00669/FUL	Mrs K. Hargrave	Renovation of Grade II listed farmhouse into two dwellings and conversion of existing barns in six dwellings. Demolition of metal frame barn. Associated hard and soft landscaping. Pearce Hay Farm, Kiddemore Green Road, Bishops Wood, ST19 9AS.	No objection.
15/00747/FUL	Ms B. Peart	Reconstruction of partially demolished garage. Middle Hattons Barn Cartwright Lane, Coven, WV9 5BF.	No objection.
15/00763/FUL	Mr & Mrs C. Spence	Extensions [amendment to application 14/01002/FUL] 55 Kiddemore Green Road, Brewood, ST19 9BQ.	Objection. Too intrusive on neighbours. Disproportionate extension of the original dwelling which is in the Green Belt.
15/00806/FUL	Mr J. Lee	Extension to amenity building. The Bungalow, Rock Bank, Brewood Road, Coven, WV9 5BN.	Objection, no special reason given for further expansion of property.
15/00817/FUL	Mr & Mrs B. Saunders	Demolition of existing factory unit and erection of 4 No detached bungalows HN Harben Ltd, Standeford, School Lane, Coven, WV9 5AN.	No objection as long as Highways are happy with access and egress on to narrow road.
15/00823/FUL	Mr M. Dooher	Proposed development of 2 detached houses including access parking and all necessary associated external works. Oakely Farm House, Kiddemore Green Road, Brewood, ST19 9BH.	Objection. Development in is the Green Belt but no special reason has been given for exemption. Access and egress on to dangerous road.