

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 12 NOVEMBER 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, Dr R.C.H. Taylor, Mrs L. Tomkins, Mr M. Webb MBE.

APOLOGIES:

M. Alden-Court (personal), Mrs L. Holmes (personal), Cllr Mrs W. Sutton (prior meeting), Cllr Mrs J. Bolton (personal), Cllr B. Cox (prior meeting), 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**.

MINUTES:

The Minutes of the Meeting held on 29 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.

193. **PUBLIC PARTICIPATION:**

Mrs Deborah Bate, Vice Chair of Governors at St Mary and St Chad's First School spoke on the proposed one-way system travelling east to west along Newport Street from Market Place, Brewood. The Head teacher and Chair of Governors had sent their apologies. Mrs D. Bate stated that teachers and governors supported the one-way system but asked if the one-way system could flow in the opposite direction to that proposed, as the majority of school children approach the school from Market Place and it would be safer if they walked against the flow of traffic. Mrs Bate reported that roughly 200 pupils accessed the school per day and safety was the main concern. School governors had suggested extending double yellow lines outside the school along Newport Street to reduce the risk of crossing the road from in-between parked cars. Mrs Bate reported that the school had not been contacted by Highways, although the County Council said it had. Mrs J. Jeffries suggested Mrs Bate contact the local Cabinet Member.

194. **POLICE REPORT:**

No Police Report was received. The Clerk had been unable to contact the PCSO to discuss the previous report.

MATTERS ARISING:

274** **Bishop's Wood Skate Park.** Information received from the Environment Agency regarding the requirements for a septic tank which had been forwarded to Tony Sloane, Chairman of the village hall management committee. Building Regulations at South Staffordshire Council had also been contacted. Mr Sloane had been made aware of the Council's requirements regarding the skate park equipment and railings. No cost would be incurred by the Parish Council. Clerk's Report referred.

It was resolved that Mr Dunbar be given permission to use the steels pipes as he saw fit as they were now considered scrap.

256** **Traffic Management.** Minutes of the meeting held 19 October and details of the one-way system received, copies circulated prior to the meeting. Clerk's Report referred.

It was resolved that:

- **The Parish Council supported in principle the one way system travelling east to west along Newport Street from its junction with Market Place, terminating with the junction with School Road.**
- **The County Council be encouraged to consider introducing restricted parking at the start and end of the school day and have traffic warden patrols in School Road instead of double yellow lines.**
- **The consultation be extended to a wider audience; copies of the response slip be placed in local shops, notice boards, Facebook and available to print off (from the website).**

Coven Traffic Management minutes to be circulated. The Parish Council to decide priority at the next meeting.

Mr D. Evans reported that in 2010 Staffordshire County Council had agreed that the road surface of Crestwood Park, Brewood should be re-dressed and would be on the 2011/12 programme, however Mr Keeling reported in 2015 that the road surface was adequate. Clerk to forward full details to Mr Keeling in order for him to reconsider resurfacing.

34. **CCLA.** The bank account had been opened. Interested Members were asked to provide dates to meet to recommend how much would be transferred.

It was resolved that Members e-mail the Clerk with their availability.

129. **Strategic Business Plan.** The draft five year plan was circulated at the meeting held on 29 October. Members were asked to forward any amendments to the Clerk. If no amendments were received, Members were requested to approve and adopt the plan.

It was resolved that the matter be deferred until the next meeting when amendments would have been incorporated.

189. **Lightsource Renewable Energy.** Mr Ryan had been made aware that the Parish Council was interested in receiving the community benefit payment. He advised that this was a voluntary contribution by the company once electricity was generated and the offer made was a standard one. It was noted that Bilbrook

Parish Council had also accepted the offer. Mr D. Pattison of SSC was aware of the plans to access the money and had not made any objections.

It was resolved that the Parish Council would accept the community benefit payment.

MATTERS ONGOING

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

162. **Fires Adjacent to A449.** Clerk to contact Enforcement Officer to log an official complaint on behalf of the Parish Council.

313** **Burial Ground Coven.** Dr R. Taylor reported he could not attend the meeting which had been arranged on 24 November at 2:30pm at St Paul's Church Coven. It was agreed that the Clerk or Assistant Clerk would attend as a Parish Council representative.

CORRESPONDENCE RECEIVED:

195. Coven Ramblers Website – www.gscs.co.uk/covenramblers. There was a link from the Coven Ramblers website to the Parish Council website and also a banner stating that the Coven Ramblers were 'working with Brewood and Coven Parish Council'. Whilst wishing to support local initiatives, consideration needed to be given to whether or not it was appropriate for the Parish Council to appear to endorse a private business as the links to other sites from this site could not be controlled by the Parish Council. Mr Sibley had stated that the link was agreed by Sue Groom some years ago prior to him becoming a Parish Councillor.

It was resolved that Mr G. Sibley remove the link to his business as he was now retired.

196. Letter received from County Councillor Ben Adams regarding the future of mobile libraries. Following the consultation it had been agreed that from April 2016 the mobile library would support deprived areas and retain popular stops which were more than two miles from a library building, maintain visits at least once every three weeks and determine the length of each stay. Full details were available at:

www.staffordshire.gov.uk/mobilelibraries. Cllr Mrs D. M. Holmes reported that Coven would retain two stops.

Mrs J. Jeffries to confirm if Bishop's Wood and Coven Heath would maintain their stops.

Matter of report.

197. Email received from Mrs Bood of The Paddock, Coven regarding an overhanging tree from the Bront. The Clerk met with Mr S. Does tree inspector from South Staffordshire Council. Mr Does had made some recommendations which had been confirmed in writing to Mr & Mrs Bood.

Matter of report.

198. Email received from SPCA regarding Councillor training on Thursday 10 December 7.00pm-9.00pm Tipping Street Stafford. This was a repeat of the course provided in the summer.

It was resolved that Members who did not attend last time to advise the Clerk in order to reserve a place.

199. Letter received from SPCA advising of the AGM to be held on Monday 7 December at 6.30pm at Staffordshire Place One, Tipping Street Stafford. There would be an address by Matthew Ellis, Police and Crime Commissioner.

It was resolved that interested Members advise the Clerk.

200. Letter received from Staffordshire County Council regarding Ice Busters and asking for volunteers to clear ice and snow.

It was resolved that details be placed on the Council's notice boards and Facebook page.

12 November 2015

201. Letter received from Staffordshire County Council regarding the future management of Staffordshire's countryside parks and green spaces. There were four options: Maintain Council ownership, transfer some sites to the local community, including Parish Councils, establish a partnership with landowners or establish a not for profit training company. Full details could be accessed at www.staffordshire.gov.uk/countrysidereview.
It was resolved that Members view full details from the website and the matter be placed on the agenda to be discussed at the next meeting.

202. Letter received from Staffordshire County Council regarding management of highway winter operations. Management would be similar to that of 2014/15 focusing on A and B roads.
Matter of report.

203. Rough Sleepers Survey 2015. Received from Mr M. Webb MBE.
It was resolved that details of any known rough sleepers in the Parish to be forwarded to the Clerk for inclusion in the survey form.

204. **CORRESPONDENCE CIRCULATED:**

Wolverhampton Magazine
 Fields in Trust Autumn Newsletter
 Coven heath Community Association Newsletter
 Brewood Civic Society Minutes of the meeting held 19 October and copy planning responses

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

Cllr Mrs D. M. Holmes attended the opening of the 3G pitch at Wolgarston High School and the Ladies England Captain had officiated. Staffordshire County Council and South Staffordshire Council had both contributed significantly to the project.

Cllr Holmes attended the Excellence in the Community Awards 2015 ceremony at Brierley Hill and was delighted to report Mrs Ann Peters, Community First Responder had received a Distinguished Service Award.

Cllr Mrs D. M. Holmes also attended the 'Let's work together' seminar and found it very interesting. Casserole Club had been introduced to help connect those who love cooking and want to meet more people in their area, to older adults who would appreciate having a home cooked meal delivered to them by a friendly neighbour. Further information could be found at: <http://www.southstaffpartnership.co.uk>

Mr M. Webb M.B.E. reported David Small, Crew Manager from Brewood Fire and Rescue Service had qualified to represent the United Kingdom at the World Rescue Organisation 2015. Mr Small and his colleague Jonathan Harvey competed against 29 fire and rescue teams across the globe and won fourth place in the World Rescue Trauma Challenge competition in Portugal. It was agreed to send a scroll and letter of congratulations from the Parish Council.

206. **CHAIRMAN'S REPORT:**

The Chairman, Mrs J. Jeffries had attended the Remembrance Sunday Service at St Mary and St Chad, Brewood on 8 November and the Armistice Day Service at South Staffordshire Council 11 November and said both were very moving. Mrs Jeffries offered credit to the Royal British Legion colleagues who were working with younger generations.

Mrs J. Jeffries stated she was looking forward to seeing Members at the Methodist Church for her Civic Sunday and she had received several comments on how nice it was to be using the Methodist Church.

Mrs J. Bradshaw had attended an event at Brewood Cricket Club to celebrate their 150th anniversary; Jimmy Anderson, England Cricketer was a guest. Mrs J. Bradshaw requested a letter of thanks be sent to Brewood Cricket Club.

207. **FINANCE REPORT:**

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

- The Income (£44.20) and Expenditure (£5,800.83) list for accounts payable as at 12 November, **be approved.**
- Christmas bonuses to staff, £35 for those paying tax and NIC contributions and £30 to non-tax payers, **be approved.**
- Payment of telephone allowances to Members (£20 each) and the Clerk (£50), **be approved.**
- Delivery of the October newsletter £132 Coven and Brewood, £36 for Bishop's Wood and Coven Heath and stamps £83.16, **be approved.**

208. **PLANNING REPORT:**

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

An appeal had been made with regard to planning application: 15/00746/FUL.

209. **CLERK'S REPORT:**

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

Disclosure of Pecuniary Interest. Members in attendance reviewed their Declarations of Pecuniary Interest. Clerk to make absent members aware of the need to review their forms. Amendments to be forwarded to South Staffordshire Council.

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

Mr M Webb MBE offered his thanks to Dr R. Taylor for his donation to the BPSA.

There being no further business the meeting closed at 9.00pm

..... Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 12 NOVEMBER 2015**

MATTERS ARISING:

274** **Bishop's Wood Skate Park.** Mr P. Dunbar has been given the old skatepark equipment by BWVHMC for disposal. He has asked permission to keep the steel pipes to reuse as gates.

Members' views.

256** **Traffic Management.** Mrs D. Bate has asked on behalf of St Mary and St Chad's First School governors if the one way system could flow in the opposite direction to that proposed as the majority of school children approach from Market Place and it would be safer if they walked against the flow of traffic.

Members' views.

CORRESPONDENCE RECEIVED

195. **Coven Ramblers.** Mr G. Sibley has forwarded a short piece outlining the history of Coven Ramblers. Copies tabled.

Members' views.

MATTERS ONGOING

295*. **CPI Bid.** According to Paul Rochford of Staffordshire County Council, clearing of the stream is a matter for the Environment Agency. I will continue to pursue the matter with them.

Matter of report.

OTHER MATTERS

Disclosure of Pecuniary Interest. There has been some correspondence from South Staffordshire Council regarding returned and non-returned Disclosure of Pecuniary Interest declarations therefore will all Members review their form and ensure that all businesses/employment, property etc has been included and the form is signed and dated.

BREWOD & COVEN PARISH COUNCIL

PLANNING APPLICATIONS CONSIDERED AT THE MEETING **HELD ON 12 NOVEMBER 2015**

Application Number	Applicant's Name	Proposal	Comment
15/00941/FUL	Mr G. Costigan	Orangery built off original rear wall 5m x 5m. 37 Deacons Field, Brewood, ST19 9GA	Potentially intrusive. Inadequate plans provided for the Parish Council to make significant comment.
15/00955/LBC	Mrs H. Crawford	Change of use from residential property to B1 offices. To include a self-contained apartment which will be rented by a staff member. Aspley Farm, Old Stafford Road, Slade Heath, WV 10 7PZ	Objection. Not self-contained as there is only one W.C and bathroom for mixed use.
15/00966/FUL	Mr S. Davies	Additional amenity block to serve existing caravan pitches. Pool House Barn, Old Stafford Road, Slade Heath, WV10 7PH	Objection. We have no evidence that the occupants are of nomadic persuasion. Premature application in association with SAD; further consultation not due until December.