

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 26 NOVEMBER 2015 AT 7.30PM

PRESENT:

M. Alden-Court, Mrs J. Carr, Mr R. Dakin, Mr D. Evans, Mrs J. Jeffries, Mr K. Kearney, Mrs M. Sambrook, Mr G. Sibley, Dr R.C.H. Taylor, Mrs L. Tomkins.

IN ATTENDANCE:

Cllr Mrs J. Bolton.

APOLOGIES:

Mrs J. Bradshaw (personal), Cllr Mrs D.M. Holmes (personal), Mrs L. Holmes (illness), Cllr Mrs W. Sutton (personal), Mr M. Webb MBE (illness), Cllr B. Cox (illness), Cllr M. Sutton (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 M. Sambrook declared a pecuniary interest in item 274** and advised that she would leave the meeting when this item would be discussed in accordance with Standing Order 1.10.

MINUTES:

The Minutes of the Meeting held on 12 November 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.

210. **PUBLIC PARTICIPATION:**

Mrs M. Sambrook left the room.

Mr Ritson of Old Weston Road, Bishop's Wood raised some concerns relating to the management of Bishop's Wood Village Hall and circulated a report. Mrs J. Jeffries advised that the content of the report would be considered at the end of the meeting when members of the public would be asked to leave in accordance with Standing Order 2.1(c).

26 November 2015

Mrs M. Sambrook returned to the meeting.

211. **POLICE REPORT:**

The Police Report was tabled at the meeting. Members were disappointed with the lack of detail in the report.

MATTERS ARISING:

256** **Traffic Management.** Minutes of the Coven Traffic Management meeting held 9 October were circulated prior to the meeting. Members were asked to prioritise traffic management requirements to be forwarded to Cllr M. Sutton for consideration. Clerk's Report referred.

It was resolved that a separate meeting of parish wide traffic management be arranged in order to agree the priorities for consideration by Staffordshire County Council.

An alternative suggestion for the route of the proposed one way system in Brewwood was received from Brewwood Traders Association, copies circulated prior to the meeting. Matthew Winkett, Highways Engineer had advised an updated plan of the proposed one way system would be reissued imminently. Consultation closing date had been extended until 27 November.

It was resolved that the alternative suggestion for the route of the proposed one way system be forwarded to Staffordshire County Council for consideration.

The post on Facebook regarding the one-way system had generated a mixed response.

Matter of report.

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.

It was resolved that the plan be approved and adopted subject to the traffic management priorities being agreed, which would be inserted into the plan once resolved. The Strategic Business Plan would be reviewed at least annually.

162. **Fires Adjacent to A449.** Mr P. Edge, Pollution Control Officer had visited two of the sites to discuss with the site owners the alleged problem. To progress the matter further, Mr Edge needed to witness the alleged problem to consider what further action to take. If Members witnessed smoke crossing the A449 they were asked to video or photograph the incident.

Matter of report.

104. **The Bront - Questionnaire.** Date to be arranged to evaluate data received.

It was resolved that Mrs J. Jeffries would meet with the Clerk to review the data received.

MATTERS ONGOING

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

Mrs M. Sambrook left the meeting.

274**. **Bishops Wood Skate Park.** Drainage repairs scheduled for Oct 15. Mr P. Hanson, Principal Building Control Officer at South Staffordshire Council had advised that unless a completely new system had been installed at the village hall there were no requirements for building control approval. Clerk's Report referred.

It was resolved that the Parish Council would have no further involvement with the work being undertaken to the sewage system at the village hall.

Mrs M. Sambrook rejoined the meeting.

26 November 2015

313** **Burial Ground Coven.** The meeting was held on 24 November at St Paul's church, Coven. It was requested that the matter be placed on the agenda for the next meeting of the Council for discussion. Clerk's Report referred. Mrs J. Jeffries reported she was held up at a prior meeting and was unable to attend.

It was resolved that the matter be placed on the agenda for the next meeting of the Council.

263*. **Middle Lane, Coven Heath.** Mrs L. Tomkins thanked the Parish Council for its support and reported that enforcement papers had been issued.

Mr D. Evans requested the resurfacing of Crestwood Park, Brewood be included on Matter Ongoing.

CORRESPONDENCE RECEIVED:

212. E-mail received from Tony Sloane inviting Members to attend Bishop's Wood Christmas Lights switch on. The event would be incorporated with the Christingle service at St John's Church, 5 December at 5pm.

Matter of report.

213. E-mail received from Michelle Hunt, Media Manager Staffordshire Fire and Rescue Service Headquarters requesting an article be placed in the Parish Councils next available publication, to help promote retained recruitment in Brewood and Penkridge.

It was resolved to include an article in the next Parish Council Newsletter, on the noticeboards and Facebook page.

214. E-mail received from Lee Jamieson, South Staffordshire Council Environmental Health and Licensing. Proposal for a new policy covering all aspects of taxi and private hire licensing within the District of South Staffordshire had been proposed. Consultation closing date was 11 January 2016. A copy of the draft policy could be found at: <http://www.sstaffs.gov.uk/taxipolicyconsultation>

It was resolved that Members of the Parish Council respond to the consultation individually.

215. **CORRESPONDENCE CIRCULATED:**

Bishop's Wood Bugle, November 2015

SPCA Bulletin – 12th November 2015

SPCA Bulletin – 19th November 2015

Harlequin Pantomime Productions – Cinderella Anniversary Spectacular 19th – 23rd January 2016

Brewood Civic Society Minutes of the meeting held 16 November and copy of planning responses

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

Cllr Mrs J. Bolton had nothing to report.

217. **CHAIRMAN'S REPORT:**

The Chairman, Mrs J. Jeffries thanked everyone who attended her Civic Sunday; she had received letters of thanks. Mrs Jeffries the Chairman thanked all who had helped with the organisation of the event.

Dr R. Taylor expressed his thanks to Mrs J. Jeffries for the hard work and organisation that had gone into the Chairman's Civic Sunday. He had enjoyed the event very much.

Mrs Jeffries stated she had been made aware of comments on the Parish Council Facebook page regarding the proposed one-way system in Brewood. The three main comments noted were 'they are missing the bigger picture', 'Council roll call remains unchanged' and 'stuck with dinosaurs'. Mrs Jeffries stated that Councillors 26 November 2015

were elected for a maximum period of 4 years. Any resident of the Parish was free to stand for election, and the only reason that some councillors had been in office for periods longer than 4 years was either that the majority of the electorate had expressed a wish at the ballot box for them to continue in office, or that no-one had opposed them, so the Parish was not 'stuck' with any Councillor.

Mrs Jeffries was concerned there was a notion of 'them' and 'us'. The Council office had an open door every day of the working week and every council meeting had a facility for public participation. Members of the public were encouraged to attend meetings to express their views in person.

Two additional, more specific comments had also been made – the first referring to '*a certain person*' in Dean Street and the second to '*push back Dr Taylor's wall*'. Mrs Jeffries had no desire to dignify these innuendos with a detailed response. All Councillors have an admirable tradition of public service to this Parish, exhibit the highest levels of integrity and probity, and have her personal unreserved admiration and support.

Councillors were required to live in the area and their remit was to listen to what the community had to say. They had no interest in doing anything other than act upon matters of genuine concern whenever and wherever possible.

218. FINANCE REPORT:

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

- The Income (£440.98) and Expenditure (£11,468.20) list for accounts payable as at 26 November, **be approved.**
- The Financial Summary Cashbook Reconciliation for October, **be approved.**
- Payment of salaries for November, **be approved.**
- Payment of £29.26 to Brewood Parish Sports Association in lieu of 4 hours work carried out by Dr R. Taylor covering the duties of the janitor who was on annual leave 24 – 30 October 2015, **be approved.**

219. PLANNING REPORT:

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

E-mail received from Mr S. Does, Senior Arboricultural Officer confirming he had no objection to a Poplar tree being removed from Brewood Medical Centre, Sandy Lane, due to decay a TPO was not required.

220. PLAYING FIELDS REPORT:

- Bishop's Wood playing field report forwarded by Mrs S. Hughes stated it was great to have the swings back! More bark was required around the play equipment.
- Brewood playing field and skateboard park, Mr D. Evans reported that the playing fields were looking fantastic. The hedge had been cut and the field had been 'earthquaked' and rolled both ways.
- Coven playing field and skateboard park, Mr R. Dakin reported that the skate ramp and aerial runway were out of use due to vandalism. A bolt on the balance beam was broken. The external wall and entrance wall of the changing rooms was being used to clean football boots, this was beginning to cause damage to the brick work. A clip on the downpipe was broken. Mr Dakin reported that 14 empty plastic cartons and three empty cans had been left at the side of the football pitch.

26 November 2015

- The Bront, Mr R. Dakin reported that the ground was extremely wet and very muddy in places. The hedge at the rear of the properties in Moors Drive had been cut back. All grass had been cut and the Himalayan balsam had been cut up to the edge of the riverbank.

221. **CLERK'S REPORT:**

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

Annual Precept Meeting. Members were requested to agree a date to consider the grant applications and proposed budget in order to set the 2016-17 Precept. It was agreed the meeting would take place 7 January 2016 at 6:30pm. The Clerk would send a reminder by e-mail.

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

154. **Fly Posting.** Lucy Macdonald had previously been invited to attend a meeting of the Parish Council but had not responded. Clerk to send another invitation to Ms Macdonald.

Members requested information of projects in the Parish the Village Agent was involved in. It was noted that she was changing jobs. Clerk to invite her to a future meeting of the Council.

The Chairman moved that the public be asked to leave the meeting whilst the following matter was considered, in view of the confidential nature of the business to be discussed, in accordance with Standing Order 2.1(c). In accordance with Standing Order 2.7 Mrs M. Sambrook left the room.

Mr Ritson's report was considered in accordance with Standing Order 1.35. It was agreed to place the matter on the agenda for the next meeting of the Council.

There being no further business the meeting closed at 9.15pm

..... Chairman

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

MATTERS ARISING:

256** **Traffic Management.** Photographs of the junction of Brewood Road and Church Lane, Coven received from Mrs J. Bradshaw, copy tabled.

Recommended resolution: a separate meeting of parish wide traffic management be arranged in order to agree the priorities for consideration by Staffordshire County Council.

274** **Bishops Wood Skate Park.** Mr P. Hanson, Principal Building Control Officer at South Staffordshire Council has advised that unless a completely new system has been installed at the village hall there are no requirements for building control approval; if repairs only have been carried out no involvement is necessary. Mr Hanson would need to speak directly to the contractor to establish what work has been undertaken. As the agreement was between the VHMC and the contractor, the Parish Council would have little influence.

Members' views.

313** **Burial Ground Coven.** The meeting was held on 24 November at St Paul's church, Coven. There were approximately 13 people in attendance, including some Parish Councillors. It was requested that the matter be placed on the agenda for the next meeting of the Council for discussion. Three options emerged; 1) take no action 2) request that the Parish Council intervene on behalf of parishioners to pressurise the district council to provide a burial ground central to the parish 3) Coven residents to identify suitable sites, which may require funds raised by the community in order to purchase.

Recommended resolution: the matter to be placed on the agenda for the next meeting of the Council.

129. **Strategic Business Plan.** With the exception of traffic management, no amendments have been received.

Recommended resolution: the plan be adopted subject to the traffic management priorities being agreed, which will be inserted into the plan once resolved.

212. **Bishop's Wood Christmas Lights Switch-on.** Confirmation has been received that the switch-on event will commence at 5.00pm, and not 4.00pm as advised by Tony Sloane.

MATTERS ONGOING

391** **Coven Playing Field and Skate Board Park.** Mr Maddox and SSHA are continuing to negotiate.

222a2* **Chairman's Board.** Quote received but the estimate value has been omitted. This should be received shortly.

295* **CPI Bid Footpath 3 Brewood.** Confirmation received that the Environment Agency will investigate the clearing of the stream flooding the footpath.

Matter of report.

153* **Thomas Telford Bridge.** The bridge has been inspected by the Canal and River Trust who have advised that the project has been deferred until 2017-18.

Matter of report.

60. **Boot Camp (Brewood).** The Parish Council approved that Sparta Fitness could use Brewood playing field for boot camps but the group deferred setting it up. They have now approached the Council again with a view to starting up in the New Year. The contract will be sent out during Dec for a trial period of 10 weeks as previously resolved. **Matter of report.**

26 November 2015

OTHER MATTERS

142. **Annual Return 2014-15.** Mr Topliss, the Council's appointed internal auditor, has forwarded his formal recommendations from last year's audit, together with his invoice and has carried out an interim inspection for this year. There are no concerns raised.

A small tree on the Parish Council's amenity area has fallen into the churchyard. Arrangements have been made for it to be removed tomorrow (25 Nov).

Arrangements for the Christmas party. The Chairman has kindly offered to host the party on 10 December.

Annual Precept Meeting. Members are requested to agree a date to consider the grant applications and proposed budget in order to set the 2016-17 Precept in January.

BREWOOD & COVEN PARISH COUNCIL**PLANNING APPLICATIONS CONSIDERED AT THE MEETING
HELD ON 26 NOVEMBER 2015**

| Application Number | Applicant's Name | Proposal | Comment |
|---------------------------|-------------------------|--|----------------|
| 15/00969/FUL | Mrs R. Griffiths | Single-storey rear extension. 69 Moors Drive, Coven, WV9 5EJ | No objection. |
| 15/01012/FUL | Mr S. Aston | Existing bow window removed and replaced with flat roof canopy and new bow window (redesign of porch and bow window) and new boundary walls. 45 Moors Drive, Coven, WV9 5EJ | No objection. |