

**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 11 FEBRUARY 2016 AT 7.30PM**

**PRESENT:**

M. Alden-Court, Mrs J. Carr, Mr R. Dakin, Mr D. Evans, Cllr Mrs D.M. Holmes, Mrs J. Jeffries, Mrs M. Sambrook, Mr G. Sibley, 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), Mr K. Kearney (personal), Dr R.C.H. Taylor (personal), Cllr B. Cox.

M. Alden-Court requested permission to not stand during the meeting, which was approved.

**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 had previously received dispensation for in item 254.

**MINUTES:**

The Minutes of the Meeting held on 28 January 2016 were approved as being an accurate record and duly signed, except for item 265. Cllr Mrs. D. M. Holmes stated she had not yet received an 'Ice Buster' grit bin from Highways.

**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.

271. **PUBLIC PARTICIPATION:**

Mr I Carless, 3 Newport Street reported that he had attended a stakeholder meeting with SSSFT held 25 January at Brewood Library and felt dissatisfied with the outcome. Mr Carless asked the Parish Council to take the lead on future discussions regarding the library. Mr C Plant, Staffordshire County Council had requested a meeting with Mr Carless. Mr Carless asked if members of the Parish Council would be able to attend the meeting. Pertinent questions would be circulated to Mr Plant in advance. Drop-in sessions needed to be

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arranged for potential volunteers. The librarian was due to leave at the end of March. SSSFT had not yet signed a contract.

Mrs S. Pickerall, 36 Horsebrook Lane asked who the stakeholders were as the community had not been represented. A safe environment should be provided for the community and volunteers should be there to help supported by a permanent member of staff.

Mrs R. Thompson, 6 Hall Farm Close felt there was an enormous expectation from volunteers to manage the library without a permanent member of staff.

Mrs C. Danbury, Barncroft Orams Lane presented an article on the front page of the Shropshire Star which read 'Second library to be reprieved'.

## 272. **POLICE REPORT:**

No Police Report was received.

A crime summary had been received from Staffordshire Police. Figures for Brewwood and Coven had been included in Wheaton Aston and rural areas. It was noted that the Parish Council would prefer a breakdown of figures for villages within the Parish.

It was reported that tyres had been dumped along Engleton Lane. Clerk to report the matter to Environmental Health.

## **MATTERS ARISING:**

251\*\* **Site Allocation Document.** Email received from Mr D. Evans regarding the preferred site and response form from Brewwood Civic Society were circulated prior to the meeting. Members were asked to consider whether or not to support the proposals that the preferred site in Brewwood be changed from 054 Engleton Lane to 055/068 Four Ashes Road. Mr D. Evans read out further information he had sent to Karen Richards. Members were advised to submit individual comments, should they wish to do so.

**Matter of report.**

70\* **Brewood Library.** Email received from Cllr Mrs J. Bolton regarding the future of Brewwood library and also feedback from Mr I. Carless following on from the stakeholder meeting held on 25 January 2016, which they had both attended. There had been little progress on how the library service would be shaped. Clerk's Report referred. Mr I. Carless and Mrs J. Jeffries would attend the meeting as stake holders.

**It was resolved that the Clerk request a meeting with Mr C. Plant. Pertinent questions to be circulated to him prior to the meeting.**

247. **Casual Vacancy.** The advertisement for the Casual Vacancy in Coven expired on 4 February. Unfortunately there had been no response. Clerk's Report referred.

**Matter of report.**

226. **Allotments Committee.** Minutes of the meeting held 28 January circulated prior to the meeting. **It was resolved that Members approve the recommendations made by the Allotments Committee.**

## **MATTERS ONGOING**

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

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154. **Fly Posting.** Lucy Macdonald had been invited to attend a future meeting of the Parish Council but no response had been received.

**Matter of report.**

### **CORRESPONDENCE RECEIVED:**

273. SPCA Bulletin 28 January advising that 1<sup>st</sup> May was Staffordshire Day and included a variety of links with further advice on how the day would be celebrated, copies circulated prior to the meeting. Information to be circulated on Parish Council noticeboards and Facebook page.

**Matter of report.**

274. Letter received from Helen Astley of South Staffordshire Council inviting the Chairman to the 'Fly a Flag for the Commonwealth' which would be on Monday 14 March. The ceremony would take place on Monday 14 March at 10.00am. Mrs J. Jeffries confirmed she would attend.

**Matter of report.**

275. Email from South Staffordshire Council regarding the modern day slavery masterclass on Wednesday 16 March from 9.30am – 12 noon.

**It was resolved that interested members would advise the Clerk.**

**The Chairman moved that the District/County Council's report be brought forward to allow members of the public to be made aware of the most recent information regarding Brewood library.**

### 277. **DISTRICT/COUNTY COUNCIL'S REPORT:**

Cllr M. Sutton reported that a large proportion of the County Council budget was allocated to social care (protecting children, all age disability provisions and social care of adults). It was therefore imperative that resources were targeted where they were most needed. In view of the reductions in local government finance and the increase in demand for services, it was proposed that Council Tax would increase by 3.95% in 2016/17, 2% of this was to support social care. Cllr Sutton added that, with the removal of the Revenue Support Grant and changes to Business Rates, the County Council would become financially independent from Central Government. The County Council had been reshaped in order to manage demand on services, reduce costs by £156m over five years and to introduce creative, more affordable ways of making a positive difference to the lives of Staffordshire people, all with one of the lowest county council taxes in the country. Further information could be found at:

<http://moderngov.staffordshire.gov.uk/documents/s78395/MTFS%20Report%202016-17.pdf>

Cllr M. Sutton understood that both SSSFT and Catherine Mann from the library service were happy to meet with the Parish Council. It had never been the intention of the County Council to close Brewood or any of the other Staffordshire libraries. The importance of libraries in the community was recognised but how people use libraries was changing. Brewood library would be community lead and managed. Cllr would happily talk with anybody that wished to be involved in the future of the library.

Cllr Sutton reported there would not be a one-way system for Newport Street, Brewood. Highways had consulted with the public and in particular residents who lived in Newport Street and close by. Although there were many responses in favour, about an equal amount were against. The decision was given to residents who would be impacted the most and was therefore felt by Cllr Sutton and Highways that the scheme should not progress at this time in its current form. It was still clear that two-way traffic in Newport Street was problematic so work would continue to find a solution. A further report would be made at the next Traffic Management Meeting.

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256\*\* **Traffic Management.** Telephone call received from Mr T. Prendergast advising that Mrs Prendergast had tripped on a hole in the pavement along School Lane, Coven. Clerk's Report referred. Cllr M. Sutton confirmed he would follow up the matter.

**Matter of report.**

254. **Bishops Wood Village Hall Grant Application.** Response received from Mr B. Cooper advising that there would be a meeting held on 10 February when the Parish Council's letter would be discussed. Clerk's Report referred.

**It was resolved that Mr Cooper's letter be placed on the agenda for the next meeting of the Parish Council.**

270. **A449 Layby and Bus Shelter.** Copy of an email sent to Cllr M. Sutton regarding overnight parking and anti-social behaviour, nuisance and misuse of the bus shelter had been received. Clerk's Report referred.

**It was resolved that the matter be placed on the agenda for the Traffic Management meeting to be held on 7 March.**

276. **CORRESPONDENCE CIRCULATED:**

SPCA Bulletin 4 February

Brewood Civic Society- Minutes of meeting held 18 January plus copy letter and SAD consultation comments.

Bishops Wood Bugle

PCC Space 2015 evaluation

278. **CHAIRMAN'S REPORT:**

Mrs J. Jeffries suggested a date be arranged to hold a Staffing Committee meeting. Members of the committee agreed 3 March 2016 at 2pm. Mrs Jeffries had nothing further to report.

279. **FINANCE REPORT:**

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

- Income (nil) and Expenditure (£2,318.67) list for accounts payable as at 11 February, **be approved.**
- Direct Debit/Standing Order transactions arising from the January reconciliation, **be approved.**
- Financial Summary – Cash Book Reconciliation for January, **be approved.**
- Signature by the Chairman of the Deed of Offer from Lightsource in connection with the Solar Farm in Lawn Lane, Coven, **be approved.**
- Purchase of an external hard drive at a cost of £40.55, to back up the Parish Council documents, **be approved.** The licence for the current hard drive had expired.

Letter of thanks received from Mr P. Element thanking the Council for the grant to the Music Festival and requesting payment as soon as possible.

**It was resolved that the Clerk advise Mr Element that the grant could not be paid until after 1 April.**

Letter received from Mrs A. Peters of Brewood and District First Responders thanking the Council for the proposed grant.

Letter received from Miss E. Challiner of St John's First School, Bishops Wood thanking the Council for the £30 BKV prize money granted to the school.

Email received from Ms M. Hewitt of Lilliput Day Nursery, Coven advising that the day nursery will close with effect from 26 February. They will no longer be renting the car park from that date, resulting in a loss of income of £1,000 per annum. Clerk's Report referred.

280. **PLANNING REPORT:**

The Council received the Planning Report from Mrs L. Tomkins in the absence of the head of planning, Dr R. Taylor and considered the planning applications received.

281. **CLERK'S REPORT:**

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

There being no further business the meeting closed at 8.45pm

..... Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL  
TO BE HELD 11 FEBRUARY 2016**

**MATTERS ARISING**

70\* **Brewood Library.** Further correspondence received from Mr I. Carless, Mrs D. Bate of Lapley, Stretton and Wheaton Aston Parish Council. Mr Carless has been in contact with Mr C. Plant of Staffordshire County Council who has agreed to a further meeting with local members of the community. As the Parish Council is also a consultee, Members may wish to have a representative at the meeting.

**Members' views.**

247. **Casual Vacancy.** Confirmation received from South Staffordshire Council that there have been no requests to hold an election. The Parish Council is therefore able to fill the vacancy by co-option. However, there have been no applications from eligible persons.

**Matter of report.**

**MATTERS ONGOING**

256\*\* **Traffic Management.** Telephone call received from Mr T. Prendergast advising that Mrs Prendergast had tripped on a hole in the pavement along School Lane, Coven and fallen injuring her face and bending her spectacles. Mr Prendergast has indicated that he would like to meet with Cllr M. Sutton onsite to point out the exact location and agree for repairs to be carried out as a matter of urgency.

254. **Bishops Wood Village Hall Grant Application.** Response received from Mr B. Cooper (too late to be included on the agenda). Mr Cooper advises that there would be a meeting held on 10 February when the Parish Council's letter would be discussed. Also enclosed was a copy of the hire charges for the hall demonstrating that charges are lower in some circumstances for local residents.

**Recommended action: Mr Cooper's letter be placed on the agenda for the next meeting of the Parish Council.**

270. **A449 Layby and Bus Shelter.** Copy of an email sent to Cllr M. Sutton regarding overnight parking and anti-social behaviour, nuisance and misuse of the bus shelter has been received.

**Recommended action: the matter be placed on the agenda for the Traffic Management meeting to be held on 7 March.**

**CORRESPONDENCE RECEIVED**

Email received from Mr P. Mullard regarding doorstep sellers and requesting that the general public be advised not to open the door to strangers.

**Recommended action: information be included in the next edition of the newsletter and on the Parish Council's Facebook page.**

**February Newsletter.** Members are requested to forward articles to the Clerk by 19 February for inclusion in the next newsletter which is scheduled for the end of February.

**FINANCE**

**Lilliput Nursery, Coven, Closure.** The caretaker is happy to open and close the gate during the winter months (he currently closes later during the summertime in any case).

**BREWOD & COVEN PARISH COUNCIL**

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING**  
**HELD ON 11 FEBRUARY 2016**

<b>Application Number</b>	<b>Applicant's Name</b>	<b>Proposal</b>	<b>Comment</b>
16/00050/FUL	Mr S Lewis	Single storey rear extension. 3 Newport Croft, Brewood, ST19 9DU	No objection.
16/00071/FUL	Mr C Edwards	Rear dormer. 9A Stafford Street, Brewood, ST19 9DX	No comment.
15/00971/LBC	Mr C Edwards	Replacement of front windows, canopy and front door surround plus removal of timber canopy above ground-floor window and construction of rear dormer. 9A Stafford Street, Brewood, ST19 9DX	No comment.