

**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 28 JANUARY 2016 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, Dr R.C.H. Taylor, Mrs L. Tomkins, Mr M. Webb MBE.

**IN ATTENDANCE:**

Cllr B. Cox.

**APOLOGIES:**

Cllr Mrs W. Sutton (personal), Cllr Mrs J. Bolton (personal), Cllr M. Sutton (personal).

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.

Dr R. Taylor declared a pecuniary interest in planning application 16/00037/FUL.

**MINUTES:**

The Minutes of the Meeting held on 14 January 2016 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.

257. **PUBLIC PARTICIPATION:**

Mr C. Bywater, a resident of Brewood informed the Council of his plans to convert High Green Garage into 5 affordable apartments. There would be up to 10 car parking spaces. Mr Bywater provided the Council with a copy of the plans.

Dr A. Ahmed, The Old Farmhouse, Cartwright Lane asked the Council to reconsider its decision regarding planning application 15/01109/FUL. Dr Ahmed confirmed there had previously been a small single extension to the property and the proposed plans would replace this original extension.

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Mrs D. Corrigan of Engleton Lane, Brewood stated that she felt let down by the bus service. Her son attended college and struggled to get home. He had previously walked from the A449 along Four Ashes Road.

Cllr B. Cox suggested using the Connect Bus which was supported by South Staffordshire Council. The service was available 8am - 6pm Monday to Friday and 10am – 4pm on Saturdays. Bookings needed to be made in advance but the service was available to everyone within the district. Members advised that if a petition was to be signed, it should be forwarded to Mr M. Jenkinson at South Staffordshire Council.

**The Chairman moved the suspension of Standing Order 1.41 to allow members of the public to address the meeting beyond fifteen minutes.**

Dr R. Taylor spoke regarding planning application 16/00037/FUL, stating that Dirty Lane was not a public right of way. Allowing residents to build properties along Dirty Lane would set a precedent, giving more access to future development and change the aspect. The design was inappropriate, over developed and in the Conservation Area.

258. **POLICE REPORT:**

No Police Report was received.

It was reported that on 28 January an incident occurred in Brewood involving three males (not local) seen in a silver coloured Renault Megane. They were noted to be acting suspiciously at the Village Bakery, Stafford Street around 10:00am. They assisted an elderly woman down the steps of the bakery and later she discovered that her purse was missing. The Police were called but the men had gone by the time the officers arrived.

**MATTERS ARISING:**

251\*\* **Site Allocation Document.** Email received from Cllr W. Sutton regarding concerns raised at the last meeting in connection with the preferred site at Engleton Lane, copies circulated prior to the meeting. Mr D. Evans read out his response to Karen Richards. It was noted that a similar response had been received from Brewood Civic Society.

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

256\*\* **Traffic Management (Parishwide).** Members were requested to agree a date for a traffic management meeting in order to decide upon the traffic management priorities for the remainder of the financial year and for 2016-17 as requested by Cllr M. Sutton. Clerk's Report referred. It was noted that the proposed one way system for Newport Street would not go ahead due to opposition from local residents.

**It was resolved that Brewood Traffic Management Committee arrange a meeting 29 February at 9.00am and Coven Traffic Management Committee 24 February 9:30am. A meeting with Cllr M. Sutton was also arranged for 7 March at 2.00pm. Members to meet beforehand at 1.00pm.**

162. **Fires Adjacent to A449.** Concern was previously raised about smoke from fires at a site adjacent to A449 affecting those people, including children, playing football at Wolverhampton Casuals on a Sunday morning. It was noted that a notice had been served on the occupiers of the land at Bridge Farm, Brinsford Lane to cease trading.

**Matter of report.**

254. **Bishops Wood Village Hall Grant Application.** Letter sent to Mr Cooper, copies circulated prior to the meeting.

**Matter of report.**

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244 **'Clean for the Queen.'** An initiative to clean up Britain in time for the Queen's 90<sup>th</sup> Birthday. To take part it was necessary to register on [www.cleanforthequeen.co.uk](http://www.cleanforthequeen.co.uk). Members were requested to visit the website and consider if the Council wished to take part in this initiative. It was reported that the Civic Society were encouraging individual 'litter champions', to manage litter picking in their street.

**It was resolved that the Parish Council would not register to take part as groups within the Parish made a continuous effort to keep the villages tidy.**

245 **Council's Protocol Death of a Senior National Figure/Senior Royal.** Ms Astley advised that South Staffordshire Council would soon be providing guidance on this for South Staffordshire Council and Parish Councils were welcome to adopt it if they so wished.

**Matter of report.**

249. **The Queen's 90<sup>th</sup> Birthday Celebrations/Beacons.** It was reported that Mr and Mrs Oakley of Church Farm, Old Coach Road would host a garden party for Bishop's Wood residents on 5<sup>th</sup> May. St Mary and St Chad Church, Brewood would celebrate by holding a tea party and exhibition. There would be a church service at St Paul's, Coven followed by a garden party at the vicarage and afternoon tea would be held at the Church on the Common for Coven Heath residents.

**It was resolved that the Clerk contact the Scout leader regarding lighting a beacon in celebration of the Queen's birthday on 21 April 2016.**

## **MATTERS ONGOING**

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

206\*. **Western Power Junction Box, Market Place.** Mr I. Davies of Western Power Distribution was the project manager and had advised that work to remove the box would take place in the spring. Due to the complexity of the work involved and potential for bad weather during the winter months this could not be done sooner.

**Matter of report.**

226/464\*\* **Coven Skateboard Park.** Quotations had been received to improve the skateboard park at Coven and Brewood. Members were requested to approve the redevelopment of the skate board park at Coven as a separate project to the park redevelopment. £15,000 had been ring fenced for many years for this. It was likely that the supplier of the skateboard equipment would be different to suppliers of the play equipment. Further competitive quotes would be sought for both Brewood and Coven skate parks.

**It was resolved that the refurbishment of both skate parks be approved.**

166. **Troughs/Window Boxes for Parish Council Offices.** A sample of the window box was available at the meeting. Members were asked to consider whether or not to proceed with the idea. Clerk's Report referred.

**It was resolved that the handyman proceed with making three window boxes for the Parish Council office.**

104. **The Bront - Newsletter article/questionnaire.** Mrs J. Carr to analyse the responses as Mrs J. Jeffries had advised that she could no longer commit to examining the responses received, owing to other commitments which she had recently been asked to undertake.

**Brewood Library.** Mr I Careless had provided feedback from a 'stakeholder event' held 25 January at Brewood Library, copies tabled at the meeting. Members felt that there had been a deliberate attempt to contain the number of invitees; Cllr Mrs D.M. Holmes had not been invited, despite being the Chair of South Staffordshire Council.

**It was resolved that the Clerk write to Mr I. Carless thanking him for his work.**

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**CORRESPONDENCE RECEIVED:**

259. Email received from Codsall Arts Festival advising an evening with Adan Henson (BBC's Countryfile) in the spring. The festival would take place between 2 and 19 March 2016, tickets would be on sale in February.  
**Matter of report.**

260. Email received from Staffordshire Police advertising PCSO vacancies across Staffordshire. Closing date was 5 February. New PCSOs would start at the end of June/beginning of July. Details of how to apply had been posted to the Facebook page.  
**Matter of report.**

261. Email received from Maisie Fulford enquiring about volunteering in the community for her Duke of Edinburgh Award and asking if the Council has any contacts. Further email received from Maisie Fulford advising that she had arranged to help out with the Friends of Barnfield Sandbeds. Six local girls were participating in the Duke of Edinburgh award, which was to be celebrated in the next Parish Councils Newsletter. Clerk's Report referred.  
**Matter of report.**

262. Email received from Staffordshire Playing Fields Association regarding free planning and sports workshops at Stafford County Buildings on 10 March (planning) and 24 March (government sports policy) from 2.00pm to 4.30pm.  
**It was resolved that interested Members advise the Clerk.**

263. Email from Staffordshire County Council – Superfast Broadband advising that cabinet 2 in Brewwood had gone live. To check what properties were included visit [www.dslchecher.bt.com](http://www.dslchecher.bt.com)  
**Matter of report.**

264. **CORRESPONDENCE CIRCULATED:**

SPCA Bulletin 21 January  
Rt Hon Gavin Williamson MP Newsletter 19 January  
NALC Open letter from the Chairman

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

Cllr B. Cox reported that South Staffordshire Council budget had been scrutinised but not yet approved. The District Council would benefit from business rates which would replace government funding. They were still looking at improved working methods under 'Efficiency and Income'. E.g. the letting of office space at the district office. There was still a cap on Council Tax but would be able to charge a flat rate of £5 which was just over 5%.

Cllr Mrs D. M. Holmes reported that 62 NHS officers had moved into district council offices.

Cllr Holmes had received a letter informing her that Brewwood post office was due to be refurbished and opening hours would be Monday – Saturday 8am – 6pm. Work would commence on 25 February and would re-open 26 February at 1pm. The new branch would still offer the same products and services, in a more modern and convenient environment.

Cllr Mrs Holmes reported that she had received an 'Ice Buster' grit bin from Highways, Staffordshire County Council and would be responsible for clearing ice and snow at Shutt Green Lane/Kiddemore Green Road junction.  
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266. **CHAIRMAN'S REPORT:**

Mrs J. Jeffries suggested the Parish Council Business Plan be added to Matters Ongoing. Mrs Jeffries had nothing further to report.

267. **FINANCE REPORT:**

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

- Income (£117.75) and Expenditure (£8,157.39) list for accounts payable as at 28 January, including salary payments for January, **be approved.**
- Q3 Financial Budget Comparison report, copies circulated prior to the meeting, **be approved.**
- Subscription to Fields in Trust £50, **be approved.**
- Quote received from PC Plumb to replace the light in the Assistant Clerk's office, copies circulated prior to the meeting.

**It was resolved that the quote received from PC Plumb to supply and fit 2x batten lights at a cost of £230 be accepted.**

**Election Charges.** The Parish Council had received the invoice for the election charges £291.36, Clerk's Report referred.

Letter of thanks received from 1<sup>st</sup> Coven Scout Group thanking the Council for the grant of £500 and advising that £380 had been raised by the group themselves at Christmas.

268. **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. Notice of appeal to the Secretary of State by Mr J. Cunningham Land at Coven Heath Nursery, Shaw Hall Lane, Coven. All representations to be made by 12 February 2016.

The Parish Council previously submitted a comment regarding planning application 15/01109/FUL. Members wished to withdraw the original decision to object as the Council was mistaken with the facts concerning previous extensions at The Old Farmhouse, The Middle Hattons. The Council had been led to believe that there had been a number of extensions. However, previous development at this particular property was insignificant. Based upon this, the Council had no objections to this development.

**It was resolved that the Clerk write to South Staffordshire Council Planning Department to this effect.**

269. **PLAYING FIELDS REPORT:**

- Bishop's Wood playing field, no report received.
- Brewood playing field and skateboard park, Mr D. Evans reported that the grass needed to be cut but having the field 'earth quaked' had proved very effective as there was hardly any surface water.
- Coven playing field and skateboard park, Mr R. Dakin reported that the grass needed cutting but the football pitch was playable. The skate ramp and aerial runway were still out of use due to vandalism. A balance beam was loose and a screw supporting the balance beam tyre support was broken.

- The Bront, Mr R. Dakin reported that the ground was extremely wet and very muddy in places due to amount of rain. Mole hills were all over the Bront. The dog fouling signs at the entrance to the Bront by Poplars Farm Way were looking very tatty and untidy.

Cllr B. Cox reported that Staffordshire County Council were to investigate the water line at Mr Fothergill, Brookside Gardens as his garden was underwater. A 'call for action' would be taken if necessary.

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

270. **CLERK'S REPORT:**

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

Mr F. Barrett had asked for a letter to be table requesting that the Parish Council support Coven Heath Community Association in attempting to get the 3 lay-bys on the A449 and the frontages of 1-6 New Buildings cleaned and the gullies cleared on a regular basis.

**It was agreed that the Clerk send a letter to support Coven Heath Community Association in this matter.**

There being no further business the meeting closed at 9.35pm

..... Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL  
TO BE HELD 28 JANUARY 2016**

**MATTERS ARISING**

256\*\* **Traffic Management Priorities.** Email received from Cllr M. Sutton, giving dates of availability to meet to discuss the Parish Councils' priorities. Copy tabled. As there is a Parish Council meeting on 10 March it may be better to avoid this date. Members are asked to agree a date for the Traffic Management Working Party to meet in order to decide on the priorities.

**Newport Street, One-way.** Email received from Cllr M. Sutton advising that the as there was a significant number of residents who opposed the scheme it will not proceed. Copy tabled.

**MATTERS ONGOING**

104. **The Bront - Newsletter article/questionnaire.** Mrs J. Carr will be analysing the responses shortly.

166. **Troughs and Window Boxes.** A sample window box has been delivered by the Gardener/Handyman. The cost will be in the region of £28 each (3 in total).

**Members' views.**

**CORRESPONDENCE RECEIVED**

261. **Volunteering in the Community.** Further email received from Maisie Fulford advising that she has arranged to help out with the Friends of Barnfield Sandbeds.

**FINANCE**

**Election Charges.** The Parish Council has received the invoice for the election charges £291.36 (our Parish Councillors were elected unopposed). Two local Parish Councils, where there were elections, have been charged in the region of £9,000. It is recommended that over the next four years funds should be set aside to provide for the possibility of this at the next election or indeed if there is a by-election as in Perton.

**PLANNING**

The Old Smithy (20 Sandy Lane), Brewood. The land at the side of this property has been removed without planning consent. Lucy McDonald has written to the occupant outlining what is expected. Copy available from the Clerk.

**Matter of report.**

**OTHER MATTERS OF REPORT**

Email received from South Staffordshire Council enclosing the agenda for the Let's Work Together event on 29 Jan (tomorrow). Details available from the Clerk if required.

Finance Committee Meeting. Members of the Committee are reminded that the meeting has been scheduled for 11.00a.m. on Friday 12 February in the Council Chamber.

Mr S. Griffiths of Staffordshire County Council has advised that the County Council should be clearing out gullies in and around Brewood during the next week.

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## **BREWOD & COVEN PARISH COUNCIL**

### **PLANNING APPLICATIONS CONSIDERED AT THE MEETING** **HELD ON 28 JANUARY 2016**

<b>Application Number</b>	<b>Applicant's Name</b>	<b>Proposal</b>	<b>Comment</b>
16/00018/FUL	Mr R Boulton	Two storey side extension and entrance porch. 2 Ashley Cottages, Four Ashes, Somerford, ST19 9DQ	No objection. Development should not exceed the permitted size allowed.
16/00027/FUL	Mr & Mrs Gray	Extension and alteration. 4 Hyde Mill Croft, Brewood ST19 9BP	No comment.
16/00037/FUL	Mr R Latham	Dwelling. 2B Dirty Lane, Brewood, ST19 9BU	Strongly object. Over development of site. Out of keeping with the Conservation Area / village. It is against the Village Design Statement. Would set a precedent for future development of Dirty Lane.