

**BREWOD 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 14 APRIL 2016 AT 7.30PM**

**PRESENT:**

M. Alden-Court, Mrs J. Bradshaw, Mrs J. Carr, Mr R. Dakin, Mr D. Evans, Mrs J. Jeffries, Mr K. Kearney, Mr A. Pupino, Mrs M. Sambrook, Mr G. Sibley, Cllr Mrs W. Sutton, Dr R.C.H. Taylor, Mrs L. Tomkins, Mr M. Webb MBE.

**IN ATTENDANCE:**

Cllr Mrs J. Bolton, Cllr B. Cox, Cllr M Sutton.

**APOLOGIES:**

Cllr Mrs D. M. Holmes (prior meeting).

**DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND REQUESTS FOR DISPENSATION:**

There were no declarations of disclosable pecuniary interests and there were no requests for dispensation as required under the Code of Conduct adopted in compliance with the Localism Act 2011.

It was noted that Mrs M. Sambrook's request for dispensation no longer applied.

**MINUTES:**

The Minutes of the Meeting held on 31 March 2016 were approved as being an accurate record and duly signed. It was noted that Mr D. Evans was in attendance.

**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.

325. **PUBLIC PARTICIPATION:**

No members of the public were present at the meeting.

326. **POLICE REPORT:**

No Police Report was received.

The Clerk met with Judith Russon Police liaison officer who advised that she would be beginning monthly campaigns commencing in May focussing on various topics; the first being vehicle crime.

14 April 2016

Ms Russon had requested that the Parish Council gives approval to circulate posters on a monthly basis to noticeboards and Facebook.

**It was resolved that in future on a monthly basis posters would be displayed on Parish Council noticeboards and Facebook page.**

Ms Russon advised that she had given shed alarms to the allotment holders at Coven Heath.

It was reported that a property in Oak Road, Brewwood had been burgled between 8:30am and 9:30am.

It was noted that a large amount of small crimes such as counterfeit notes and shop lifting were taking place in local shops. All crime needed to be reported to the Police.

### **MATTERS ARISING:**

**Cllr B. Cox arrived for the meeting.**

276. **Coven Surgeries.** M. Alden-Court gave a précis of how the surgeries at Coven had come about. Mrs J. Bradshaw read the statement from the Good Councillors Guide regarding diversity and team work at Parish Councils.

**Matter of report.**

293. **Tree at Bishops Wood Playing Field.** The Clerk and Chair had visited Mr Kelly on 5 April and advised that the Clerk would contact Mr S. Dores at South Staffordshire Council for advice. Clerk's Report referred.

**It was resolved that the Council awaits the recommendations of Mr S. Dores.**

303. **Telephone Kiosk Shutt Green Lane.** BT reported they would not replace a telephone kiosk once it had been removed. They provided details of a company who sold refurbished boxes. Clerk's Report referred.

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

### **MATTERS ONGOING**

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

222a2\*. **Chairman's Board.** Mr Fulford had advised that he was extremely busy and would be happy for the Council to approach someone else to provide the extension to the honours board. Clerk's Report referred. Dr R. Taylor requested a copy of the quote and specification submitted by Mr Fulford.

**It was resolved that the Clerk obtain new quotes to extend the Honours Board.**

256.4 **School Time Congestion, Brewwood.** Response received from Mrs Lamond regarding the Council's letter of 8 March. An article had been included in the school's newsletter asking parents to consider whether or not they needed to use their cars to bring and collect children to and from school.

**Matter of report.**

263\*. **Middle Lane, Coven Heath.** It was reported that the land owner at Middle Lane had until the end of April to remove vehicles. The matter had been escalated to head of planning and Mr D. Patterson (legal).

70\* **Brewwood Library.** Dr R. Taylor reported that 22 people including a qualified librarian had come forward to volunteer at Brewwood Library.

162. **Fires Adjacent to A449.** It was reported that fires were still being lit and the smoke was affecting football matches taking place on Brinsford Lane.

14 April 2016

254. **Bishops Wood Village Hall.** It was noted that there had been no contact from the new committee of Bishops Wood village hall.

**CORRESPONDENCE RECEIVED:**

327. Clarification was requested regarding non-attendance at Parish Council meetings where no apologies were received. A copy of the email received from Staffordshire Parish Council's Association, circulated prior to the meeting.

**It was resolved that absence from full Council meetings where no apology was received, would be recorded as such in the minutes. It was further resolved to include the resolution in Standing Orders.**

328. Letter received from Mrs R. Sanders of Churchfield Close, Coven, regarding donating a bench in memory of her mother and father who had a long association with Coven. Members suggested planting a tree to enhance the environment. Clerk to write to Mrs Sanders informing her that the Parish Council were considering her request.

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

329. Members received the Annual Report of the Brewood Parochial Charities (Brewood Dole Charity).

**Matter of report.**

330. Invitation received from Fields in Trust to its AGM to be held Tue 7 June at 12:30pm, venue to be confirmed in May.

**It was resolved that interested Members inform the Clerk.**

331. **CORRESPONDENCE CIRCULATED:**

SPCA Bulletin 10 March, 17 March, Briefing note re the benefits of membership  
Civic Society Minutes of meeting held 14 March and various planning comments  
Support Staffordshire March Newsletter  
Rt. Hon Gavin Williamson MP March Newsletter  
Coven Heath Community Association March Newsletter  
Staffordshire PCC advising that 100 specials to get smart phones and tablets.

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

Cllr M. Sutton reported that community funding was now available for community projects in the area.

Two reports had been received regarding West Midlands Interchange. Information could be found at <http://www.westmidlandsinterchange.co.uk>. The proposed location was expected to total in the region of 250 hectares in size, either side of the West Coast Main Line, immediately west of M6 Junction 12 and south of the A5. 20% of the area was expected to be in the Parish. If approved, the rail freight interchange could create between 6,500 and 8,500 new jobs. Due to its national significance, the West Midlands Interchange would require a specific type of planning permission known as a Development Consent Order or DCO from the Secretary of State for Transport. Transport Secretary Patrick McLoughlin would produce a local impact assessment.

Cllr B. Cox reported he was meeting with Mr Piers Monckton of Four Ashes Limited to discuss the West Midlands Interchange proposal. As part of stage 1 consultations, people living near the site, as well as community representatives, businesses, landowners and land users would be contacted to ask for their views. A

traffic management plan was essential. Cllr Cox stated that previously 49 of 50 applications had been approved and the 50<sup>th</sup> was approved with amendments.

Dr R. Taylor raised the matter of pot holes with Cllr M. Sutton who advised that most of the County Councils funding was being diverted to social care. However, pot holes should be reported via the on-line system.

Cllr Mrs W. Sutton reported how well attended an event held at the BPSA for young girls and ladies interested in cricket and football had been.

### 333. CHAIRMAN'S REPORT:

The Chair Mrs J. Jeffries reported that she had attended Bishop's Wood Village Hall Committee AGM.

Mrs M. Sambrook confirmed she was no longer a member of the Bishop's Wood Village Hall Committee and would no longer need dispensation.

Mrs J. Jeffries reported that another meeting had been arranged 20 May to discuss Brewood Library with Mr I. Carless, representatives from Staffordshire County Council and SSSFT.

Mrs Jeffries had attended a modern day slavery master class and was impressed with the content of the course.

Mrs Jeffries was pleased to announce that the governing bodies had voted in favour of progressing with a joint school federation under the name of The Penk Valley Federation of local schools pyramid. There would be a business manager allowing the head teacher to teach and lead. On 1 April 2016 the new federation governing body would be formed and existing individual school governing bodies would dissolve. Individual school committees would still exist to ensure that local issues continue to be effectively managed.

### 334. FINANCE REPORT:

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

- Income (£1,078.06) and Expenditure (£5,636.22) list for accounts payable as at 14 April, **be approved.**
- Members considered the Grounds Maintenance quotes as outlined in the schedule, copies circulated prior to the meeting.  
**It was resolved that the grounds maintenance contract be awarded to Chartwells Entrust for 3 years.**
- Members ratified the payment of £20 from the Chairman's allowance for a bouquet of flowers.
- Members ratified the purchase of a replacement Legionella Testing Kit at a cost of £74.17.
- Members ratified the purchase of 1 internal door to replace the one in the ladies cubicle at Sandy Lane WC. Clerk's Report referred.

464\*\* **Coven and Brewood Skateboard Parks Upgrade.** Members considered the report of the Clerk regarding the upgrade of Coven and Brewood skateboard parks and the installation of adult gym equipment at Brewood playing field (Phase 3 of the 2012 scheme), copies circulated prior to the meeting.

**It was resolved that the quote received from Sunshine Gym to upgrade Coven and Brewood skateboard parks and the installation of adult gym equipment at Brewood playing field, be approved.**

335. **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 to the Secretary of State with regard to planning application: 15/00386/FUL.

336. **CLERK'S REPORT:**

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

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

M. Alden-Court thanked the Parish Council for the bouquet of flowers she had received.

Mrs J. Carr agreed to advise the Clerk in writing the requirements to replace the noticeboard at Coven.

There being no further business the meeting closed at 9pm

..... Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL  
TO BE HELD 14 APRIL 2016**

**MATTERS ARISING**

293. **Trees at Bishops Wood Playing Field.** Mr S. Dores has agreed to re-visit the playing field to assess whether or not there is a health and safety risk with regard to one of the trees recently pruned, following a further complaint from Mr Kelly.

303. **Telephone Kiosk Shutt Green Lane.** Unfortunately BT would not replace a telephone kiosk once it has been removed. They have provided details of a company who sell refurbished boxes. The price starts from £2,750 plus delivery and installation and planning permission would be required.

**Recommended action: the matter be placed on the agenda for the next meeting of the Council for consideration.**

**MATTERS ONGOING**

222a2\*. **Chairman's Board.** Mr Fulford has advised that he is extremely busy at the moment and would be happy for the Council to approach someone else to provide the extension to the honours board. However, if it is not urgent, he may be available at some point in time.

**Members' views.**

256.4 **School Time Congestion, Brewood.** Response received from Mrs Lamond regarding the Council's letter of 8 March. An item has been included in the school's newsletter asking parents to consider carefully whether or not they need to use their cars to bring and collect their children to and from school.

**FINANCE**

**Sandy Lane WCs.** The door of one of the ladies cubicles at Sandy Lane was kicked in, presumably by vandals. It has been reported to the PCSO and via 101. The total cost is £40 including the lock. Mr Smith has now replaced the door.

**Unauthorised Deduction.** Unfortunately an amount of £79 was deducted by Amazon for Amazon Prime. A 'free trial' was added to the account without our knowledge and then as it was not cancelled, the annual fee was deducted. The matter has since been rectified and the money should be back in the account within 7 working days.

**OTHER MATTERS OF REPORT**

**Brewood Civic Society Vacancy.** A vacancy has arisen for the position of secretary as Mr J. Redshaw has handed in his resignation after over 23 years in the post. The Civic Society has requested permission to place an advert on the Parish Council's noticeboard in Brewood.

**Members' views.**

**West Midlands Interchange.** Letter received from Peter Frost of Four Ashes Ltd regarding plans for a strategic rail freight interchange at Four Ashes. Consultation will begin shortly and feedback will be used to help draw up more detailed proposals.

**Burglary in Lichfield.** Staffordshire Police have advised of a burglary in Lichfield where a number of valuable Capodimonte pieces were taken. Members of the public are being asked to report any items being offered for sale under suspicious circumstances.

14 April 2016

## BREWOOD & COVEN PARISH COUNCIL

### PLANNING APPLICATIONS CONSIDERED AT THE MEETING HELD ON 14 MARCH 2016

<b>Application Number</b>	<b>Applicant's Name</b>	<b>Proposal</b>	<b>Comment</b>
16/00233/FUL	Mr D. Curley	Proposed rebuild and enlargement of existing stable block. Cross Green Farm Dark Lane Cross Green, WV10 7PN	No comment.
16/00308/VAR	Ms H. Crawford	Variation of condition 2, 4 and 5 of Planning Permission 15/00954/FUL: The applicant would like to demolish the Hay Barn in which the cycle parking was to be located and provide the cycle parking provision in a safer location within the indoor parking area. The cycle provision will have weather protection and cycle racks to accommodate approximately 10 bicycles. A vehicle parking bay will be located in the place of the Hay Barn on site. Aspley Farm, Old Stafford Road, Slade Heath WV10 7PZ	No comment.