

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 9 JUNE 2016 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, Mr A. Pupino, Mrs M. Sambrook, Mr G. Sibley, Dr R. Taylor, Mrs L. Tomkins, Mr M. Webb MBE.

IN ATTENDANCE:

Cllr B. Cox.

The Chairman moved the suspension of Standing Order 2.1(q) to allow gentlemen to remove their jackets.

APOLOGIES:

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

DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND REQUESTS FOR DISPENSATION:

There were no requests for dispensation, as required under the Code of Conduct and determined by the Localism Act 2011.

MINUTES:

The Minutes of the meeting held on 26 May 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.

54. PUBLIC PARTICIPATION:

Mr J. Pegg of Weston Close, Bishop's Wood referred to the leaflets recently issued to Bishop's Wood residents regarding the unkempt piece of land at the corner of Ivetsey Bank Road and Old Weston Road, and thanked Roseclaim for highlighting that the area needed attention. Mr Pegg suggested using the area to display a stone plinth with a map of the historical area highlighting points of interest, or a finger post carved out of oak. The tree currently situated in the centre of the piece of land was planted in memory of a Claire Biddlestone, a Bishop's Wood resident who had passed away at a young age. If the tree was to be removed Mr Pegg suggested naming the new feature after Claire. Mr Pegg suggested the Parish Council restore the land and Roseclaim funds be used towards a new feature.

Mrs J. Jeffries reported that the piece of land was owned by Staffordshire County Council Highways and was maintained by South Staffordshire Council. The Parish Council had no input. All individual points would be taken into consideration. Mrs Jeffries confirmed she had discussed the ideas with Claire's Mother, Jenny Biddlestone.

Cllr B. Cox stated he would speak to Steve Dores, Senior Arboricultural Officer at South Staffordshire Council regarding trees overhanging the grassed area at Old Weston Road and agreed a finger post would be a pleasant feature. Cllr Cox expressed he would be able to contribute to the project with funding from his budget.

55. POLICE REPORT:

No Police report was received. Details of Staffordshire Smart Alerts were tabled at the meeting. It was reported that offenders had gained entry to vehicles via unknown means to commit theft, without leaving any trace of forced entry. It was also reported that offenders had gained entry to yards and gardens of a number of properties and stolen diesel and heating fuel from both locked and unsecured tanks and pumps.

It was reported that an incident had taken place along the Offoxey Road (Bishop's Wood to Codsall) in the early hours of the morning. Cllr Cox urged members of the public to take caution and report suspicious behaviour to the Police.

MATTERS ARISING:

302. **Coven Heath Allotment Gate.** Allotment Working Party meeting held 25 May, copy of recommendations circulated prior to the meeting. It was noted that the Parish Council reserved the right to spray vacant allotment plots. Members stated that the allotment hedge was overgrown, Clerk to obtain quotes to get the hedge cut back.

It was resolved to approve the recommendations of the working party, subject to the amendments being made.

31. **The Bront Working Party.** Mr G. Sibley had made some recommendations at the last meeting for managing the Bront, copies circulated prior to the meeting. There was already a Friends of the Bront Group in existence who were quite active. Clerk's Report referred. It was requested that the Clerk contact Mr D. Kirk asking him to clear the Himalayan balsam on his side of the river Penk. See Finance.

It was resolved that the quote received from Entrust/Chartwells to clear and treat the Himalayan balsam be accepted.

44. **Brewood Bowling Club.** The club was unsuccessful in its bid for funding from Sport England, any new bid could not be submitted until 2017 at the earliest. Club members had decided to scale down the original plans; a green to be laid including irrigation and drainage and a temporary structure erected to store mowers etc, possibly incorporating WCs. Members were asked to continue to support the provision of a bowling green in Brewood. The Club was asked to contact South Staffordshire Council's planning department for advice.

It was resolved that Members continue to support the provision of a bowling green in Brewood including supporting a temporary building at Engleton Lane playing fields pending the construction of a club house when funds became available.

32. **Bridlepath Bishops Wood.** Mr P. Rochfort of Staffordshire County Council had inspected and advised that the shrubbery was growing from the footpath into residents' gardens. The area would be strimmed and cut back within the next few weeks. Clerk's Report referred. Mrs J. Jeffries reported she had been in contact with Staffordshire County Council Rights of Way and they would visit the path that runs across the common together, when they were next in the area.

Matter of report.

70** **Brewood Library.** Mrs J. Jeffries to contact libraries department with a view to finding out more about the financial situation of the library.

Matter of report.

MATTERS ONGOING

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

178** **Unregistered Parish Council Land.** First registration had not yet been completed by Mr Smillie of Underhill Langley and Wright. Terms and conditions of business had been forwarded, giving details of the charges together with a letter of instruction. Members were asked to consider whether to instruct Underhill Langley and Wright to act on the Council's behalf or to instruct South Staffordshire Council's solicitors.

It was resolved that the Parish Council would terminate its association with Underhill Langley and Wright and the Clerk instruct South Staffordshire Council's solicitors to act on the Council's behalf.

CORRESPONDENCE RECEIVED:

56. Speeding Tractors through Bishops Wood. Names and addresses of farmers to be supplied to the Clerk by Mrs M. Sambrook.

Matter of report.

57. Potholes. The number of potholes around the villages were of concern. Members felt no action had been taken on potholes that had been reported to Highways. Several potholes had now become dangerous.

It was resolved that the Clerk write to the Cabinet Member for Highways to express that the Parish Council has no confidence in its efficiency or action being taken.

58. Email received from Mr & Mrs Russell regarding anti-social behaviour in Market Place, Brewood. Mr & Mrs Russell would like a 'no ball games' sign on the amenity area at the junction of Stafford Street and Bargate Street, which was owned by South Staffordshire Council. Members felt a sign may antagonise the situation.

It was resolved that Mr and Mrs Russell be advised that anti-social behaviour should be reported to the Police.

59. Telephone call from Mrs R. Burton of SSCVA regarding Wolgarston High School's Community Day on 21 July. Mrs Burton wondered if there were any tasks which could be carried out by Year 9 pupils who are 14-15 years of age. Members suggested organising a litter pick, clearing / tidying at the Bront or Barnfield Sandbeds, helping individuals at Deansfield House, Coven Court or local community groups.

It was resolved that the ideas suggested for pupils of Wolgarston High School's Community Day would be forwarded to Mrs Burton of SSCVA.

60. Notice of diversion of vehicular access in Tinkers Lane. Brewood from 26 June 2016. Work would take place on Sunday 26 June, Sunday 3 July, and Sunday 10 July between 8.00 am and 4.00pm.

It was resolved that the notice to be placed on the Parish Council's noticeboard and Facebook page.

61. **CORRESPONDENCE CIRCULATED:**

Wolverhampton West Magazine
 What's on at your library in July
 Bishops Wood Bugle May and June
 SPCA Bulletin 26 May, 2 June
 Coven Heath Newsletter

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

There were no reports from the District or County Councillors.

63. **CHAIRMAN'S REPORT:**

The Chairman, Mrs L. Tomkins reported that she had attended Chairmanship skills training organised by Staffordshire Parish Councils' Association. Mrs Tomkins stated she was also present at Brewood Bowling Club meeting and had attended Codsall Parish Council's Civic Sunday, which had been a very pleasant afternoon.

64. **FINANCE REPORT:**

The Council received the Finance Report from the Chair in the absence of the Head of Finance, Mrs J. Carr and resolve the following matters:

- 64.1 Income and Expenditure Approvals list as of 9 June, **be approved**. Income £70,098.74 and Expenditure £5887.14.
- 64.2 Financial Summary Cashbook reconciliation for April, **be approved**, copies circulated prior to the meeting.
- 64.3 Cheque for the sum of £150,000 payable to CCLA bank, **be approved**.
- 64.4 Members were asked to consider salaries National Pay Award for 2016 and 2017 effective from 1 April as agreed by NALC and SLCC, an increase of 1% per year.
It was resolved to accept the National Pay Award recommendation as agreed by NALC and SLCC.
- 64.5 Members were asked to consider investigating the possibility of internet banking for the Parish Council's current accounts.
It was resolved that in the first instance the Clerk seek advice from South Staffordshire Council regarding this matter.
- 64.6 Members were asked to consider whether or not to enter into the Out & About scheme (previously SUSSED) to enable children from the parish to attend activities locally at a village hall. £500 was set aside in the budget. Alternatively, the Parish Council could make a donation to fund activities at a leisure centre.
It was resolved that the Parish Council enter the Out & About scheme and various activities would be held throughout the parish at the village halls during the summer holiday.
- 64.7 Members to consider purchasing 6 cycle racks at £15 each for erection at the front of the WCs in Sandy Lane, Brewood. The handyman had measured the site and recommended 6 cycle racks to be placed at the front of the amenity area.
It was resolved that an order be placed for 6 cycles racks at £15 each.

31. **The Bront Working Party.** The areas to be treated had been identified and a quote of £1,680 had been received to cut down Himalayan balsam in separate areas on site and be treated where possible. Clerk's Report referred.

It was resolved that the quote received from Entrust/Chartwells at a cost of £1,680 to remove and treat Himalayan balsam be accepted.

53. **Oak Tree Parish Council Garden.** Quote received from the Council's approved tree surgeon to remove recommended branches from the Oak tree located in the Parish Council gardens. Clerk's Report referred.

It was resolved that the quote received from P&R Jones Tree Services to remove the recommended branches at a cost of £80 be accepted.

65. **PLANNING REPORT:**

Members received the Planning Report and considered the planning applications received.

16/00478/TREE. Consultation on a notification of intent to carry out work to trees within a conservation area.

66. **CLERK'S REPORT:**

Email from South Staffordshire Council advising of the South Staffordshire Partnership Masterclass on Tuesday 28 June from 10.00am until 1.00pm. Agenda tabled at the meeting.

It was agreed that Mr R. Dakin, Mr D. Evans and Mr M. Webb MBE would attend the Masterclass.

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

Members requested information on the projects that the Village Agent was involved in within the Parish and would it be possible for this information to be reported regularly to the Parish Council.

There being no further business, the meeting ended at 8.50 p.m.

Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 9 JUNE 2016**

MATTERS ARISING

31. **The Bront Working Party.** A site meeting was held at the Bront this morning with Mr M. Barker and his colleague from Entrust/Chartwells, M. Alden-Court, Mrs J. Carr, Mr R. Dakin and Mr G. Sibley. Mr G. Sibley has made some comments, copy tabled. The areas to be treated have been identified and a quote of £1,680 has been received to cut down Himalayan balsam in separate areas on site and treat where are able. £3,000 has been set aside for maintenance at the Bront and an additional £1,500 in contingency.

32. **Bridlepath Bishops Wood.** Mr P. Rochfort of Staffordshire County Council has inspected and advised that the shrubbery is growing from the footpath into residents' gardens. The area will be strimmed and cut back within the next few weeks and the logs etc will be removed at the same time.

Matter of report.

FINANCE

53. **Oak Tree Parish Council Garden.** Quote of £80 excl. VAT received from the Council's approved tree surgeon to remove the recommended branches.

Recommended action: Clerk to arrange for the branches to be cut back.

OTHER MATTERS OF REPORT

Email from South Staffordshire Council advising of the South Staffordshire Partnership Masterclass on Tuesday 28 June from 10.00am until 1.00pm. Agenda tabled.

Interested Members to advise the Assistant Clerk.

PLANNING APPLICATIONS CONSIDERED AT THE MEETING
HELD ON 9 JUNE 2016

Application Number	Applicant's Name	Proposal	Comment
16/00459/FUL	Mr & Mrs G Harvey	Proposed 2 storey rear extension and detached double garage at 56 Kiddemore Green Road, Brewood.	No objection.
16/00470/FUL	Mr P Parry	Garage extension at The Bungalow, School Lane, Coven.	No objection.
16/00483/FUL	Mr Wood	Conservatory to rear of house at Newholme, Ivy House Lane, Brewood	No comment.