

**BREWOOD AND COVEN PARISH COUNCIL**  
**WITH BISHOP'S WOOD AND COVEN HEATH**

**AGENDA FOR THE MEETING OF THE COUNCIL**  
**TO BE HELD IN THE COUNCIL OFFICES, STAFFORD STREET, BREWOOD**  
**ON THURSDAY 8 SEPTEMBER 2016 AT 7.30PM**

**APOLOGIES:**

To receive apologies and to approve reasons for absence.

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

To receive any declarations of interest from Members and any requests for dispensation, submitted in writing to the Clerk prior to the meeting, as required under the Code of Conduct and determined by the Localism Act 2011.

**MINUTES:**

To approve for accuracy, the Minutes of the meeting held on 11 August 2016.

**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 to be moved herein will have any adverse impact for the purposes of the Crime and Disorder Act 1998.

138. **PUBLIC PARTICIPATION:**

The Chairman will move that the meeting be adjourned for a period of no more than fifteen minutes to allow any elector of the parish or his/her representative to raise or question any issue appertaining to proper Parish Council business.

139. **POLICE REPORT:**

To receive the report of the Police, subject to availability.

**MATTERS ARISING:**

391\* **School Lane Playing Field.** Questions forwarded to Mrs K. Harris, planning officer. Date of meeting to be confirmed. Members to consider the recommendations of the working party subject to the working party meeting having taken place prior to the full council meeting. The potential developer has asked to be made aware when agreement is reached with Mr Monckton.

**Members views.**

100. **School Crossing Patrol.** Cllr Mrs D. M. Holmes has forwarded a copy of the risk assessment carried out at Brewood Middle School. Copy enclosed.

**Members' views.**

130. **No Waiting Restrictions Newport Street.** The Parish Councils recommendations were forwarded to Mrs Gear on 18 August but there has been some local opposition. Mrs Gear has requested that the Parish Council

takes these views into consideration and advise whether or not it supports the proposal put forward without the extended yellow lines. Copy enclosed.

**Members' views.**

### **MATTERS ONGOING**

To receive the Matters Ongoing report, copy enclosed. The Chair will invite Members to raise any matters ongoing as they deem necessary.

254\* **Bishop's Wood Village Hall Grant Application.** Letter received from Mr C. Wolverson, enclosing three quotes for remedial work to the village hall roof and requesting that the Parish Council sends written instructions to Dent & Partners, their preferred contractor. Mr Wovlerson requested an urgent response, the Clerk replied on 17 August. Mr T. Webber has since advised verbally that the VHMC has a proposal regarding a solution to the deadlock with the removal authorisation of the skate park, details to be forwarded shortly.

**Recommended resolution: the matter be deferred until the proposal is received from BWVHMC.**

295\* **Footpath 3, Brewood.** The final report has been received from Mr G. Batey regarding the flooding of footpath 3. Copy enclosed.

**Members' views.**

342\* **Neighbourhood Highways Team.** Report of the meeting held with Staffordshire County Council's Highways Liaison Team held in the Council Chamber on 9 August 2016. Copy enclosed.

**Matter of Report.**

### **CORRESPONDENCE RECEIVED:**

140. Complaint received from Mr Tyler of Brookside Gardens regarding the condition of a rowan tree in Bishops Wood playing field which is forcing his fence over. Children are climbing onto the tree and he is concerned that they may fall onto the railings. A quote of £100 has been received from the tree surgeon who has recommended that it be removed. See Finance.

**Members' views.**

141. Email received from Ms R. Hill of South Staffordshire Council requesting that Members check their entries on the SSC register of disclosable pecuniary interests page to ensure that the details are correct and up to date.

**Recommended resolution: amendments be forwarded to the Clerk for submission to Ms Hill.**

142. Email received from Staffordshire Parish Councils' Association inviting the Parish Council to the Staffordshire Playing Fields Association's AGM to be held on Wednesday 19 October at 2.00pm at South Staffordshire Council's offices.

**Recommended resolution: interested Members to advise the Clerk.**

143. Email from K Bourne of Staffordshire Fire and Rescue regarding the development of its corporate safety plan 2017-2020. The questionnaire can be accessed at [www.staffordshirefire.gov.uk](http://www.staffordshirefire.gov.uk). Consultation runs until 16 October 2016. Members may wish to respond individually or as a body.

**Members' views.**

### 144. **CORRESPONDENCE CIRCULATED:**

Bishops Wood Bugle September  
Brewood Civic Society Minutes of meeting held 15 August 2016  
SPCA Bulletin  
SLCC Notice of AGM

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

To receive the report of the District and/or County Council.

146. **CHAIRMAN'S OR OTHER COUNCILLORS' REPORTS:**

To receive the report of the Chairman, Mrs L. Tomkins and any other Councillors' reports.

147. **FINANCE REPORT:**

To receive the Finance Report from the Head of Finance, Mrs J. Carr and resolve the following matters:

- 147.1 To approve the income and expenditure report as at 8 September.
- 147.2 To approve the Financial Summary - Cash Book Reconciliation for July 2016.
- 147.3 To ratify the payment of salaries for the month of August.
- 147.4 To approve payment of iro £48 to cover the cost of the Application for a Lawful Development Certificate for replacement play equipment at Coven Playing Field.
- 147.5 To approve the expenditure of £100 for the removal of a rowan tree at Bishops Wood playing field.
- 147.6 To approve the additional expenditure of £489 for the repair of Coven skate park ramp, following further vandalism. Two sheets are now required, one was originally damaged. The Contractor has discovered that the 'substrate' needs to be replaced and has agreed to do this free of charge (cost would have been £550.)

**The Chair may wish to take this matter at the end of the meeting when the Press and public will be asked to leave as the nature of the business to be discussed is considered exempt under section 12A of the Local Government Act 1972 and in accordance with Standing Order 1.39.**

- 147.7 To consider the recommendations of the Staffing Committee Meeting held on 1 September 2016.

226\* **Coven Playing Field Committee.** The committee's application to Veolia for funding has passed stage 1 of the process. It is likely that the ear-marked funds of £15,000 plus the Community Benefit Payment for this year (not yet received) of £2,160 will be requested in early 2017. Plans of the play park will shortly be available for consideration by the Parish Council together with a more detailed report. The committee intends to retain some of the existing play equipment and has asked for an assurance that these pieces will be maintained, including repainting metal parts and repairs to safety surfaces, as part of the Council's maintenance budget and not from the grant award. This year's budget was £900 (£835.50 remains).

**Members' views.**

- 50.3 To receive the Annual Return from the external auditors. There were no matters reported.

Other matters raised not affecting the auditor's opinion referred to the restating of Box 6 from the previous audit (2013/14) when the interest on loans had been included and should not have been which affected the figure in Box 6.

The Notice of Conclusion of Audit has been posted on all Parish Council noticeboards and on the website.

148. **PLANNING REPORT:**

To receive the Planning Report and consider the planning applications received.

Staffordshire County Council consultation on planning application SS.16/02/613W - Cocksparrow Lane, Huntington variation of condition 1 of planning permission SS.13/03/613 to provide a biomass and anaerobic digestion facility.

149. **CLERK'S REPORT:**

To receive the written report of the Clerk.

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

At the last meeting of the Council Dr Taylor agreed to make a presentation regarding Brewood Dole Charity. Unfortunately he has an existing appointment and has requested that the presentation be postponed until prior to the meeting to be held on 13 October.

Members are reminded to provide their 'biographies' for inclusion on the website.

**BREWOOD & COVEN PARISH COUNCIL**

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING  
TO BE HELD ON HELD ON 8 SEPTEMBER 2016**

<b>Application Number</b>	<b>Applicant's Name</b>	<b>Proposal</b>	<b>Comment</b>
16/00695/FUL	Mr R. Spencer	Ground floor bathroom extension. 1 Crestwood Park, Brewood.	No objection (R Taylor). 02-09-2016 deadline.
16/00697/FUL	Mr A. Holt	Proposed detached dwelling. 1 Whiteoaks Drive, Bishops Wood.	Amended plans.
16/00711/REM	Mr J. Harrison	Erection of a detached dwelling and garage. Meadow View, Paradise Lane, Slade Heath.	
16/00714/FUL	Mr N. Saunders	Proposed two number affordable bungalows on the site to the rear of 94 & 95 Coven Road. Land rear of 94 & 95 Coven Road, Brewood.	
16/00729/ADV	Mrs H. Fern	Directional signage advertising fresh 'raw' milk that is sold at 6 Deanery Farm. Junction of A5 Water Eaton Lane, Penkridge.	
16/00763/FUL	Mr K. Kelly	Replacement park home (re-submission 16/00340/FUL) including decking and utilities store. 93A Tinkers Lane, Brewood.	