

BREWOD 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 13 OCTOBER 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 29 September 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.

165. **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.

166. **POLICE REPORT:**

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

MATTERS ARISING:

No matters arising from the previous meeting.

MATTERS ONGOING

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

CORRESPONDENCE RECEIVED:

167. Form received from Staffordshire Police via Mr R. Dakin, regarding South Staffs Farm Watch. Mrs H. Marshall, police liaison officer at South Staffordshire Council has asked if copies could be forwarded to local

farmers in order for them to be updated with information on rural crime.

Recommended resolution: to be circulated to all known farmers in the Parish.

168. Communication and Community Engagement Policy. The Council is actively endeavouring to achieve the 2nd level of the Quality Award before the end of the year. One criterion is to publish a Communication and Community Engagement Policy. Copy enclosed. Members are requested to consider the policy and advise of any amendments. The policy can then be adopted by this Council. Once all the councillor profiles are received and uploaded to the website, the Council must provide evidence of helping the community plan for its future. This will be the final part of the process and the Council will be able to submit its documents to NALC to achieve the Award.

Recommended resolution: Members to receive the Policy and advise the Clerk of any amendment. If none received, the Policy may be adopted at the meeting.

169. Standing Orders – Apologies. Members have requested clarification regarding apologies and non-attendance at meetings; there is nothing recorded in the Council's Standing Orders. If a parish councillor attends a function officially representing the Council, which clashes with a full council meeting, they are currently recorded as absent. Members have asked if they should be recorded as having attended the Parish Council meeting. The sole purpose of recording apologies and reasons for absence are as follows: *If a member fails throughout six consecutive months to attend any meetings of the council or of its committees or sub-committees of which he is a member, or of a joint committee, joint board or other body to which any of the council's powers have been transferred or delegated, he ceases automatically to be a member of the council unless either he has a 'statutory excuse' (military service war or emergency) or his failure is due to a reason approved by the council before the end of the period, or he attended as a representative of the council at a meeting of any body of persons (such as a county association of local councils). The period begins with the last meeting attended.* LGA 1972.

Members' views.

170. Email received from Brewood Tennis Club asking the Parish Council's comments on two proposals: What would be the possibility (with residents' approval) of turning the tennis courts around by 90 degrees and Repositioning the flood lights. Replacing the court surface with a synthetic material, removal of the conifer trees and replanting new trees along the perimeter fence.

Members' views.

171. Complaint received from a resident in Stonebridge Road regarding overgrown trees in Timber Grove, Brewood. Clerk to meet with Simon Griffiths on 7 October. Clerk's Report will refer.

Matter of report.

172. Email received from Ms A. O'Brien of Total Sports Performance based in Church Road, Brewood requesting retrospective permission to place two tables and four chairs on the Parish Council's amenity area in Church Road, opposite the business. Tables would be for all to use freely. Ms O'Brien states that the response from the general public has been favourable, she has stated that they would keep the area free of any litter generated and would maintain the area to a pleasant and aesthetically pleasing standard.

Members' views.

173. Email received from Mr C. Boyle of the Canal and River Trust requesting that the Council considers adopting the Brewood length of the Shropshire Union Canal. Copy enclosed.

Members' views.

174. Email from Judith Smith of the Canal and River Trust inviting Members to attend its annual showcase event at Chester Racecourse on 21 October from 9.30am to 3.30pm.

Recommended resolution: Interested Members to advise the Clerk.

175. Email from Helen Marshall regarding South Staffordshire CCTV coverage. A questionnaire, copy enclosed, asking for Members' views on the impact of having CCTV cameras in villages.

Recommended resolution: Members to complete and return questionnaires to the Clerk.

176. **CORRESPONDENCE CIRCULATED:**

Best Kept Village Competition judges' comments Brewood
Wolverhampton West Magazine
Village News
Staffordshire County Council Pothole update 26 September
PCC News update
Mr Mouse Family Fun Day 23 October
Healthwatch Staffordshire Newsletter
Coven Heath Community Association Newsletter

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

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

178. **CHAIRMAN'S OR OTHER COUNCILLORS' REPORTS (including any training attended):**

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

179. **FINANCE REPORT:**

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

1. To approve the income and expenditure report as at 13 October.
2. To approve the Financial Summary – Cash Book Reconciliation for September 2016, copy enclosed.
3. To approve the Q2 income and expenditure report, copy enclosed.
4. To approve the purchase of two sets of small Christmas trees and lights at a cost of £25 each, from Rotary for outside the Parish Council offices.
5. To approve the Grant to Brewood Christmas Lights, accounts to 30 June having been received, copy enclosed.
6. To approve payment of the insurance for Bishops Wood and Coven Heath Christmas lights events at £182.89 each.
7. To approve the reduction of trees and bushes overhanging Darelyn Park at the entrance to the Bront at Riverside Way at a cost of £525 excluding VAT.

180. **PLANNING REPORT:**

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

181. **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).

BREWOD & COVEN PARISH COUNCIL

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING
TO BE HELD ON HELD ON 13 OCTOBER 2016**

Application Number	Applicant's Name	Proposal	Comment
16/00868/FUL	Mr A. Cowie	Demolition of existing garage and single-storey, flat-roofed dining room and construction of new attached garage with bedroom extension and new en-suite over plus single-storey, flat-roofed rear extension. Torwood, Coven, Brewood.	
16/00888/FUL	Mr & Mrs S. Davies	Proposed extension to front. Chartley, Foxes Lane, Brewood.	