

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 10 NOVEMBER 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 27 October 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.

202. **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.

203. **POLICE REPORT:**

To receive the Staffordshire Smart Alert and Police bulletins, subject to availability.

MATTERS ARISING:

153** **Thomas Telford Bridge A5.** The project manager for the Stretton Aqueduct Marc Evans confirmed that following the inspection of the aqueduct, works would not commence until 2017. Details forwarded to the Clerk for Stretton, Lapley and Wheaton Aston to pursue. Mrs J. Jeffries had stated that this Parish Council should consider adopting the Brewood stretch of the Shropshire Union canal if the Canal and River Trust agreed to restore the Thomas Telford bridge.

Members' views.

256** **Traffic Management, Brewood.** Cllr M. Sutton has responded to some of the points raised at the traffic management meeting. Clerk's Report will refer.

Matter of report.

189* **Community Benefit Payment.** Letter received from Lightsource advising that with effect from 1 November the contract will be with Quintas Energy and advises the Parish Council to contact the company prior to the next payment date to avoid any potential delays. A reminder has been put into the accounting system.

Matter of report.

254* **Bishop's Wood Village Hall Grants.** Mr T Webber has submitted an up to date grant application form to request payment of this year's grant. Mr Oakley has advised that the VHMC wish to proceed with the roof repairs and prefer Dent & Partners as the contractor. Mr Oakley has requested that the payment for the repairs be made from the existing grant of £6,938 with the balance being transferred to the VHMC this financial year.

Members' views.

169. **Standing Orders – Apologies.** The suggested wording for inclusion in the Standing Orders from May 2017 is as follows: 'Absence for official council business shall be recorded as such. Official council business is defined as representing the Parish Council at other meetings such as village hall management committee meetings or functions where Members have been formally invited to attend in an official capacity only.' Members are asked to approve the wording.

Members' views.

130. **Proposed Waiting Restrictions Newport Street and School Road, Brewood.** Letter received from Mr T. Morris of Staffordshire County Council advising that formal approval has been received to proceed with the restrictions. Copy of plan enclosed. The deadline for comments or objections is 24 November.

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.

CORRESPONDENCE RECEIVED:

204. Mrs J. Bradshaw has requested that the matter of Coven surgeries be placed on the agenda for discussion. Mrs Bradshaw may wish to speak to this item.

Members' views.

205. Email received from South Staffordshire Citizens Advice Bureau advising of its AGM to be held on Monday 21 November at 7.00pm at Wombourne Civic Society.

Interested Members to advise the Clerk.

206. Letter received from Mrs V. Stockin of 4 Willow Close, Coven requesting that the trees on The Bront at the rear of her property be reduced in height.

Recommended resolution: the Clerk to visit with Mr S. Dores South Staffordshire Council Arbouricultural officer for advice.

207. Acceptable Use of Internet and Email Policy. This has been drafted in line with the Business Plan, copy enclosed. Members are requested to consider the policy and advise the Clerk of any amendments.

Members' views.

208. Email received from Staffordshire County Council advising of diversion of vehicular traffic Tinkers Lane, Brewood from its junction with Sparrows End Lane for 100 meters in a south westerly direction. Pedestrian access will be maintained. The Order will come into operation on 28 November and it is anticipated that work

will be completed by 30 November.

Recommended resolution: Notices to be posted on Parish Council notice boards and on Facebook.

209. Office Closure for Christmas. In line with South Staffordshire Council, the Parish Council offices will close on Friday 23 December 2016 and reopen on Tuesday 3rd January 2017. Members are requested to approve the closure.

Members' views.

210. **CORRESPONDENCE CIRCULATED:**

Compton Hospice Newsletter

Brewood Library Newsletter

Fields in Trust Newsletter

Staffordshire Police press release re efficiency

Staffordshire PCC press release Staffordshire youth commission is underway

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

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

212. **CHAIRMAN'S AND OTHER COUNCILLORS' REPORTS (courses/workshops/seminars attended):**

To receive the report of the Chairman, Mrs L. Tomkins and any feedback from Councillors on courses etc attended.

213. **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 10 November.
2. To approve the renewal of the telephone and internet contract with BT. The new contract should reduce the monthly bill by £20.
3. To consider using the Drop and Go system with the Post Office. Postage would be paid using a pre-paid card and would be reconciled in the same way as petty cash by an imprest system. This would avoid queuing at the Post Office when sending out the agendas each fortnight.

Members' views.

214. **PLANNING REPORT:**

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

215. **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).

Dole Charity. Dr R. Taylor to re-arrange the talk on Brewood Dole Charity.

BREWOOD & COVEN PARISH COUNCIL

PLANNING APPLICATIONS CONSIDERED AT THE MEETING TO BE HELD ON HELD ON 10 NOVEMBER 2016

Application Number	Applicant's Name	Proposal	Comment
16/00620/FUL	Mr J. Perrins	First-floor and two-storey rear extensions. 39 Dean Street, Brewood.	
16/00944/ AGRRES	Mr W. Toon	Application for the permitted development of a barn conversion under Class Q of the GPDO 2015. Rose Hill Farm, Watling Street Stretton.	
16/00965/FUL	Mr R. Mole	Side two storey and rear two story extension to provide 2 additional bedrooms and extended living area. 63 Engleton Lane, Brewood.	