

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 27 OCTOBER 2016 AT 7.30PM

PRESENT:

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

IN ATTENDANCE:

Cllr B Cox, Cllr M. Sutton

APOLOGIES:

Dr R. Taylor (personal), Cllr Mrs J. Bolton (prior meeting).

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 13 October and the minutes of the Finance Committee held 19 October 2016 were approved as being an accurate record and duly signed with the exception of item 173. Mrs J. Jeffries said that if the Canal and River Trust repaired the Thomas Telford Bridge over the A5, the Council should consider adopting the Brewood stretch of the Shropshire Union canal.

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 was not considered that the resolutions moved herein would have any adverse impact for the purposes of the Crime and Disorder Act 1998.

182. **PUBLIC PARTICIPATION:**

Mr W. Oakley, trustee Bishop's Wood Village Hall Committee informed the Parish Council that he had submitted a response to the letter dated 20 January 2016. Mr Oakley gave a public apology on behalf of the committee for the removal of the skate park at Bishop's Wood village hall, was sorry for errors made in the past and was looking to move forward. Mrs L. Tomkins agreed that the Parish Council wanted to move on in a positive way. Mrs J. Jeffries asked Mr Oakley to clarify that the offer to purchase a table tennis table from the committee's funds was to compensate for the loss of the skate park. Mr Oakley confirmed that this was the case. The Parish Council thanked Mr Oakley and Mr Webber for the apology.

183. POLICE REPORT:

There was no written report received from the Police.

MATTERS ARISING:

168. **Communication and Community Engagement Policy.** The Chair and the Clerk had reviewed the policy and had made some minor amendments, copies circulated prior to the meeting.

It was resolved that the Communication and Community Engagement Policy be approved and adopted by the Council.

MATTERS ONGOING

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

344*. **Solar Powered Road Signs A449.** Clerk to pursue with Highways England and request a response within a time frame.

170. **Brewood Tennis Club.** Further information had been requested from the tennis club, awaiting response.

189*. **Community Benefit Payment.** M Alden-Court requested to become a committee member.

374** **Skate Board park Bishops Wood.** Letter received from Mr W. Oakley, trustee Bishop's Wood village hall suggesting a way forward to bring an end to the impasse regarding Bishop's Wood skate park. The village hall management committee had apologised for the action taken and had submitted plans for an outdoor fitness/activity area. The committee had offered to purchase a table tennis table from its own funds. Copies circulated prior to the meeting.

It was resolved that the Parish Council accept the apology from Bishop's Wood Village Hall Management Committee.

119* **Himalayan Balsam.** Mr G. Sibley met with the contractor at the Bront on Tuesday, copy of report circulated prior to the meeting. Mr Barker (Entrust) had advised that they had applied another application around the new growth. There would be no additional cost as it was part of the current Service Level Agreement (SLA). They would inspect the area again in two weeks. It was noted that Dr R. Taylor had offered to hand deliver a letter to Mr Kirk.

It was resolved that Members approve that the Clerk send an informal letter to Mr Kirk politely requesting that he again treat the Himalayan balsam on his land.

138. **Fly Posting – Local Policy.** Reply received from Lucy McDonald following the address from Mrs Moreton regarding fly posting and the Parish Council's enquiry as to whether a local policy could be adopted, copies circulated prior to the meeting.

It was resolved that the Parish Council would not adopt a local policy as South Staffordshire Council already had clear guidelines. Fly posting advice would be included on the Parish Council website.

It was resolved that items 70*, 305* and 343* be removed from Matters Ongoing.

CORRESPONDENCE RECEIVED:

184. Mr A. Pupino raised the matter of construction of a wind turbine at Fordhouses, Wolverhampton. Mr Pupino had attended a consultation regarding this. A £10,000 community benefit payment was available and Mr Pupino thought Coven Heath may be able to apply for a portion of this. Mr Pupino had obtained contact details of the developer and would forward them to the Clerk. **Matter of report.**

27 October 2016

185. Mrs J. Bradshaw wished to raise the matter of the hedges in Rainbow Alley, Coven. Recently someone had cut back the hedges, presumably on a voluntary basis as it was not done by Staffordshire County Council, South Staffordshire Council or the brewery. Mrs Bradshaw would speak to local residents to ascertain how to manage the hedge in future. Mrs J. Carr would monitor the condition of the alley.

Matter of report.

186. Letter from Brewood Royal British Legion inviting Members to the Remembrance Day Parade on Sunday 13 November at St Mary's & St Chad's church. The parade would assemble on the RBL car park in Shop Lane at 10.00am, marching off at 10.15am.

Matter of report.

187. Email from South Staffordshire Council advising of the Let's Work Together workshop to be held at South Staffordshire Council offices on Friday 18 November from 9.15 am until 1.00pm. The event covered: child sexual exploitation awareness, domestic violence awareness and Prevent awareness.

It was resolved that Mrs J. Bradshaw, Mr R. Dakin, Mr D. Evans, Cllr Mrs D. M. Holmes, Mrs J. Jeffries, Mr K. Kearney, Mrs L. Tomkins and Mrs M. Sambrook would attend the workshop.

188. Email from South Staffordshire Council advising of the Autumn Parish Summit to be held at South Staffordshire Council offices on Friday 25 November from 9.00am until 1.30pm. The summit covered: building better opportunities, South Staffordshire energy saving scheme and Hilton Green project.

It was resolved that Mr R. Dakin, Mrs L. Tomkins and the Clerk would attend the summit.

189. Email from Mr John Littleton of South Staffordshire Council via Cllr Mrs D.M. Holmes, advising that the Parish Council had been selected to try the new dog fouling day-glow signs that light up at night. Nine signs were available, Members were requested to advise the Assistant Clerk of any suitably dark locations where they might be situated. Whether or not they are successful would be reviewed in March with a view to them being used throughout the district.

It was resolved that signs would be placed at Rainbow Alley and the Bront, Coven. The canal bridge at Coven Heath, Sandy Lane amenity area and Barnfield Sandbeds, Brewood and Bishop's Wood Common.

190. Boundary Review. The Government had opened consultation on Parliamentary constituency boundary changes. Details could be found at www.bce2018.org.uk. Members were advised of this at the meeting held on 13 October. From the information provided on the website, it appeared that the review would not have a significant impact on South Staffordshire.

Matter of report.

191. Flyer received from Mrs L. Tomkins advising that there would be a charge for certain non-household waste items at all of the Staffordshire Household Waste Recycling Centres with effect from 1 November. It was noted that fly-tipping may increase as a result of the charges.

It was resolved that a copy of the charges be placed on the Parish Council's noticeboards and Facebook page.

192. Email received from Rebecca Potter of South Staffordshire Council advising that two telephone kiosks in the Parish were underutilised and would be removed; they were situated at Deansfield Close, Brewood (opposite Deansfield House) and Heath Park, Ball Lane, Coven Heath. Any objections were requested within four weeks from 19 October. Advisory notices had been placed in the kiosks for the public to comment. It was noted that the kiosk in Coven Heath was in Ball Lane, not Heath Park.

Matter of report.

193. Email received from Alan Toplis regarding the proposals for council tax referendum principles for local parish and town councils. If adopted it would be the case that if the Parish Council ever wished to increase its Precept by 2% it would be necessary to hold a referendum which would be costly. For example, it could cost £3

27 October 2016

per Band D property to ask residents whether or not to spend more than £5. Parish Councils were urged to write to their MPs opposing the proposals. Clerk's Report referred.

It was resolved that the Clerk write to RT Hon Gavin Williamson MP to oppose the proposal using the template letter provided.

194. Email from Staffordshire Police advising of the British Police Symphony Orchestra Proms Night spectacular to be held on Saturday 3rd December at 7.30pm at Birmingham Symphony Hall. More information and tickets were available at claire@bpso.net.

Matter of report.

195. **CORRESPONDENCE CIRCULATED:**

Pothole repairs update 3rd and 17 October.

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

There were no reports from the District or County Councillors.

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

Mr R. Dakin reported that on 17 October he, Mr A. Pupino and the Clerk had attended Chairmanship training and encouraged other members to attend the next available course as he had found it very useful. On 19 October, Mr Dakin attended the Staffordshire Playing Field Association AGM which was poorly attended and believed the association was struggling for support.

Mrs J. Bradshaw reported that along with her husband she had attended the Canal and River Trust annual showcase event at Chester Race Course on 21 October. They wished to carry out work but there was little funding available. The emphasis was on volunteering. There was nothing pertinent to Parish Councils.

Mrs L. Tomkins reported that on 19 October she attended the Finance Committee meeting, 20 October Brewood Traffic Management meeting and on 26 October Coven Heath Allotment Association meeting.

198. **FINANCE REPORT:**

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

1. Income (£157.93) and Expenditure (£7,171.55) reported as at 27 October, including salary payments, **be approved.**
2. Report of the Clerk: Quarter 2 budget review, copies circulated prior to the meeting, **be approved.**
3. Members considered recommendations of the Finance Committee following the meeting held on 19 October 2016, copies circulated prior to the meeting.
It was resolved that the Parish Council approve recommendations of the Finance Committee.
4. Payment of the donation to Brewood Royal British Legion for poppy wreaths in the sum of £150, **be approved.**
5. Members considered the quote of £500 to repair the fingerpost at the Junction of Port Lane and Coven Road, Brewood.
It was resolved that the quote received from Mr R. Cox to repair the fingerpost at the junction of Port Lane and Coven Road, Brewood at a cost of £500, be approved.

6. Payment of the grant of £500 to Coven Christmas lights committee for the replacement of light bulbs (LED) as agreed at the Precept meeting held in January, **be approved.**
7. **Bishops Wood Village Hall Grant Application (254*).** Members were asked to consider the letter received from Mr W. Oakley, trustee Bishop's Wood village hall requesting payment of the accrued grant (£9,318) and giving details of how the application met the Grant Awarding Policy, a copy of which could be found on the Parish Council's website. All other supporting documents had been received, copies circulated prior to the meeting.
It was resolved that the accrued amount of £9,318 be made available to Bishop's Wood Village Hall Committee.

181. **BPSA Further Electrical Works.** A second quote had been received from Brettlec for £2,400 excl VAT. Quote for £1,050 excl VAT was received from Chambers Electrical. Clerk's Report referred.
It was resolved that the quote from Chambers Electrical at a cost of £1,050 (exc VAT) be accepted.

137. **Demolished Bus Shelter A449.** Quote received for a replacement steel bus shelter. The insurance company had verbally agreed that the Parish Council could claim the cost of a replacement shelter in steel rather than wood, minus the excess of £250. Members were requested to approve the style of shelter, images tabled at the meeting. Clerk's Report referred.
It was resolved that a transparent, 2 bay, flat roof, enclosed shelter, powder coated in green with a small seat, be approved.

199. **PLANNING REPORT:**

The Council received the Planning Report from Mrs J. Jeffries in the absence of the head of planning, Dr R. Taylor and considered the planning applications received.

Application 16/00714/FUL had been withdrawn.

An appeal had been made with regard to planning application: 16/00037/FUL. 2B Dirty Lane, Brewood. Any representations must be received by 22 November 2016.

200. **PLAYING FIELDS REPORT:**

The Council received the written Playing Fields Reports:

- Bishop's Wood playing field: Mrs M. Sambrook would submit the report in writing by Monday 31 October at the latest.
- Brewood playing field and skateboard park: Mr D. Evans reported that the hedges needed to be cut and the strimmer used to cut the grass was causing damaged to some of the wooden equipment posts and requested it be sprayed instead. The goal posts had been disposed of and the bowling club work was coming on well. Cable ties needed replacing above the swings, including the basket swing.
- Coven playing field and skateboard park: Mr Dakin reported that the skateboard ramp had been repaired and new pieces had been put in. The skate park gate had been repaired and the new tennis court chain link fencing had been installed. The tennis court markings needed to be refreshed in the near future. There was a substantial amount of litter scattered around the playing field.
- The Bront: Mr R. Dakin reported that there was no sign of any Himalayan balsam. There was a lot of dog fouling and Mr Dakin requested a luminous 'no dog fouling' sign at each entrance to the Bront. Mrs J. Carr advised that compost boxes would be placed in one of the dells by Friends of the Bront.

201. **CLERK'S REPORT:**

Members received the written report of the Clerk and noted its content.

256. **Brewood Traffic Management Working Party.** Minutes of the meeting held on 20 October 2016 were tabled at the meeting. Clerk's Report referred. A copy of the minutes to be forwarded to Cllr M. Sutton for his comments.

It was resolved that the minutes of the Traffic Management meeting be approved subject to minor amendments.

The Chairman moved that the public and press be asked to leave the meeting whilst the following matter was considered, in view of the nature of the business to be discussed, in accordance with Standing Order 2.1(c).

391**. **School Lane Playing Field.** The Clerk met with a consultant on 17 October and a written report was circulated prior to the meeting.

It was resolved that the Parish Council appoint Mr T. McGlue as its Planning Consultant and allow him access to copies of papers which had been gathered by the Council's locum solicitor. The fee for advice would be iro £200.

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

Parking on grass verges along Deansfield Road and outside SPAR, Stafford Street, Brewood be placed on the agenda for the next meeting of the Council.

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

Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 27 OCTOBER 2016**

MATTERS ONGOING

137. **Demolished Bus Shelter A449.** Quote received for a replacement steel bus shelter. The insurance company has verbally agreed that the Parish Council can claim the cost of a replacement shelter in steel rather than wood, minus the excess of £250. Members are requested to approve style of shelter which would be enclosed with a flat roof, 2 bay, completely transparent, powder coated in green with a small seat (at no additional cost). Images tabled.

CORRESPONDENCE RECEIVED

193. **Council Tax Referendum Principles.** A template letter has been received from SPCA should the Parish Council wish to respond. Copy tabled.

FINANCE

181. **BPSA Further Electrical Works.** Raised at the meeting held on 13 October and included in the Finance Report, circulated prior to the meeting. A second quote has been received from Brettlec for £2,400 excl VAT. Quote for £1,050 exclu VAT was received from Chambers Electrical.

Recommended resolution: The quote from Chambers Electrical be accepted.

OTHER MATTERS FOR THE CLERK'S REPORT

256. **Brewood Traffic Management Working Party.** Minutes of the meeting held on 20 October 2016 tabled. Members are requested to approve the actions contained within.

BREWOD & COVEN PARISH COUNCIL

PLANNING APPLICATIONS CONSIDERED AT THE MEETING HELD ON 27 OCTOBER 2016

Application Number	Applicant's Name	Proposal	Comment
16/00860/FUL	Mr & Mrs D. Ebenezer	First floor side extension and frontage alterations. Elbury, 5 Old Weston Road, Bishop's Wood.	No objection.
16/00892/LBC	Mr J. Campbell	Replacement of windows and door to rear of property. 38 Dean Street, Brewood.	Objection. The property is a listed building within the Conservation Area.
16/00935/VAR	Mr F. Dorsett	Approval 03/00145/COU variation of Conditions 1 and 2. Condition Number(s): Variation of Condition No 1 and No 2 of Planning Consent 03/00145/COU Conditions(s) Removal: Condition No1 and No2 are very specific and restrictive. Condition 1 - The use hereby granted shall be restricted to B8. Condition 2 - The permission for HGV operations hereby granted relates to the operation of two HGV's, only, not exceeding 7.5tonnes. Far Laches Farm, New Road, Featherstone.	No comment.
16/00946/FUL	Mr & Mrs B. Saunders	Proposed first floor extension to existing dwelling to create a single dormer style room over existing garage. 44 Brewood Road, Coven.	No comment.
16/00960/FUL	Mr R. Crockett	Propose to replace the bunkers for storage of fuel. Propose to replace and extend the kitchen area so that we would have a laundry area. To extend up to make the roof a further pitch to make the building symmetrical with 3 matching pitches. A chimney would replace the steel flue. Ash Lea, Tinkers Lane, Brewood.	No objection.