

**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 24 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 10 November 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.

216. **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.

217. **POLICE REPORT:**

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

**MATTERS ARISING:**

**The Chair may wish to take the following item 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:**

391\*\*. **School Lane Playing Field.** Advice received from planning consultant. Copy enclosed.  
**Members views.**

126. **Local Councils Awards Scheme.** In order to be considered for the award, the parish council must pass a resolution confirming that all the documentation and information is in place for the specified award (quality). Having completed the template supplied, all the relevant documents and information is now available on the Parish Council website. **Recommended resolution: Members to resolve that all the documentation and information is in place and available on the website.**

169. **Standing Orders – Apologies.** The suggested wording for inclusion in the Standing Orders from May 2017 is as follows: 'Absence for official parish council business shall be recorded as such. Official parish 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. For Members who are also District Councillors, meetings attended at South Staffordshire Council will also be recorded.' Members are asked to approve the wording.

**Members' views.**

193. **Council Tax Referendum Principles.** Reply received from Rt. Hon. Gavin Williamson MP advising that he intends to take the matter up with ministers.

**Matter of report.**

### **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:**

218. Letter received from Mrs J. Didgeon enclosing the Street Homelessness Survey. Members are asked to provide details of anyone they know who is sleeping rough in the Parish.

**Members' views.**

219. Letter received from Mr A. L. Sloane inviting Members to the Bishop's Wood Christmas lights event on Friday 9<sup>th</sup> December at 6.30pm at Bishops Wood Village Hall. Mr Sloane expresses his thanks and appreciation to the Parish Council for its grant towards the event.

**Matter of report.**

220. Letter received from Mr J. Perry asking for villages that have previously entered the BKV competition to consider entering again in 2017.

**Members' views.**

### 221. **CORRESPONDENCE CIRCULATED:**

Wolverhampton West magazine  
Brewood Civic Society minutes 17 October (received 7 Nov)  
Staffordshire Wildlife Trust magazine  
Bishops Wood Bugle  
Pothole repairs 7<sup>th</sup> Nov 14<sup>th</sup> Nov.

### 222. **DISTRICT/COUNTY COUNCIL'S REPORT:**

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

### 223. **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.

224. **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 24 November, including salary payments.
2. To approve the Financial Summary Cashbook Reconciliation for October. Copy enclosed.
3. To approve the payment of personal admin allowance (previously telephone allowance) £25 per Parish Councillor and the Clerk £50.
4. To approve staff Christmas bonus £30 for non-tax payers and £35 for tax payers.
5. To consider the letter received from Mrs J. Carr (treasurer of Coven Memorial Hall) regarding the Coven Christmas Lights accounts up to 28 February 2016. Copy enclosed.

**Members' views.**

Letter received from Brewood and District Royal British Legion thanking the Parish Council for the donation of £150 towards this year's poppy wreaths.

225. **PLANNING REPORT:**

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

**Tree at 30 Dean Street.** Proposal: to crown lift to achieve 1.5 metre clearance from any part of garage roof and reduce back an over long limb over garage.

226. **CLERK'S REPORT:**

To receive the written report of the Clerk

227. **PLAYING FIELD REPORT:**

To receive the written Playing Fields Reports:

- Bishops Wood playing field from Mrs M. Sambrook
- Brewood playing field and skateboard park from Mr D. Evans
- Coven playing field and skateboard park from Mr R. Dakin
- The Bront from Mr R. Dakin

**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 24 NOVEMBER 2016

<b>Application Number</b>	<b>Applicant's Name</b>	<b>Proposal</b>	<b>Comment</b>
16/00990/FUL	Coventya Ltd	Single storey side extension to create further storage. Coventya Ltd, Enterprise Drive, Four Ashes.	
16/01008/FUL	Mr P. Cooper	Alterations to front and side elevations including pitched roof dormers and render wall finish. 22 Whiteoaks Drive, Bishop's Wood.	