

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 26 JANUARY 2017 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 12 January 2017.

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.

253. **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.

254. **POLICE REPORT:**

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

MATTERS ARISING:

50.1 **Internal audit.** Following the 2015-16 audit Mr A. Toplis recommended that the Parish Council adopts the new model financial regulations as recommended by National Association of Local Councils (NALC) and the Society of Local Council Clerks (SLCC).

Recommended resolution: The Finance Committee to agree a date to meet to consider and review the Council's Financial Regulations.

256** **Traffic Management.** To receive the minutes of the Traffic Management Working Party held on 17th January 2017.

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:

255. Mrs J. Bradshaw has requested that voting on motions be placed on the agenda for discussion. The current practice is: for Members wishing that voting either for, against or abstention be recorded, must advise the Clerk immediately after the vote. Sch 12 para 13 of the Local Government Act (1972) states the following: 'Unless otherwise provided by the council's standing orders the manner of voting at meetings of a parish council shall be by show of hands. On the requisition of any member of the council the voting on any question shall be recorded so as to show whether each member present and voting gave his vote for or against that question.' At his last visit, the internal auditor recommended that the Parish Council adopt the new model standing orders issued by NALC and SLCC. This matter could be considered at that time.
Recommended resolution: a working party be established to review and update the Parish Council's Standing Orders for approval from May 2017.

256. Email received from Sue Shanks regarding Kingswood Trust an outdoor education centre near Albrighton. Ms Shanks has requested that the Parish Council puts a link to its website on its website.
Members' views.

257. Email received from Emily Ogram of South Staffordshire Council's Policy and Partnership Services regarding the new Community Lottery which could be launched as early as April 2017. The lottery will operate on the principle of raising money within the community and supporting good causes. Ms Ogram has requested that the Parish Council advertise the link on its website.
Members' views.

258. Mr R. Dakin has requested that litter along Vicarage Road, Calf Heath be placed on the agenda. Mr Dakin may wish to report further.
Members' views.

259. Email received from Mrs R. Burton of SSCVA who would like to talk to the Parish Council about Good Life 'Connectors'. Connectors are similar to parish champions who would liaise between South Staffordshire Council, the Parish Council and the community. Mrs Burton would like to address the Council at the next meeting (9th February).
Members' views.

260. Letter and associated documents received from South Staffordshire Council regarding the Site Allocation Document publication and consultation. Copy of letter enclosed. Documents can be viewed at the Parish Council office. Details of the consultation dates and document availability posted on the Parish Council's website and Facebook page.
Members' views.

261. Letter from NALC, a response to the Parliamentary Briefing on the Neighbourhood Planning Bill which received its second reading in the House of Lords on 17 January 2017. The document sets out NALC's position regarding the Bill which is that it would like it amended to give neighbourhood plans more weight in the planning system. Copy available from the Clerk. Detailed information on the Neighbourhood Planning Bill is available from GOV.UK.
Matter of report.

262. 2017 Precept meeting. Following a discussion about the format of this Council's Precept meeting the Clerk contacted Mr A. Toplis (internal auditor) for advice. A copy of the questions/answers is enclosed. For future Precept meetings it will be necessary to include a public participation session at the start of the meeting as with all full Council meetings.

Members' views.

263. Mr D. Evans has requested that a letter of congratulations be sent to the licensee of the Three Stirrups Public House on the good standard of repair of the premises including the new signage, the paintwork and internal improvements.

Members' views.

264. **CORRESPONDENCE CIRCULATED:**

Staffordshire Parish Councils Association (SPCA) Bulletins 12th and 19th January.
Confirmation of 'Ironman' which will take place on Sunday 18 June 2017.

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

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

266. **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.

267. **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 26 January 2017, including salary payments.
2. To approve the Financial Summary – Cash Book Reconciliation for November and December and the Direct Debit/Standing Orders arising from these.
3. To consider renewal of the Fields in Trust membership at a cost of £50 per annum.
4. To consider making a donation to Staffordshire Samaritans. A donation of £20 has been made in previous years.

268. **PLANNING REPORT:**

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

Further response received from Mr A. Komurcugil regarding 1 Whiteoaks Drive. Copy enclosed.

NB The planning department have agreed to automatically allow Parish Councils an additional five working days after the deadline date issued by the planning officer in order to submit comments.

269. **CLERK'S REPORT:**

To receive the written report of the Clerk.

270. **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).

BREWOOD & COVEN PARISH COUNCIL

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING
TO BE HELD ON HELD ON 26 JANUARY 2017**

Application Number	Applicant's Name	Proposal	Comment
16/01101/FUL	Mr & Mrs Hartley	Demolition of single-storey garage and construction of extensions and boundary wall. Pinfold Cottage, High Green, Brewood.	
17/00005/FUL	Mr & Mrs Jones	Demolition of existing bungalow and erection of dwelling. Iona, Light Ash Lane, Coven.	
17/00012/FUL	Mr & Mrs Williams	Alterations and extensions to existing barn (renewal of 10/00878/FUL & 14/00044/REN). Barn Farm Whitehouse Lane, Gunstone.	
17/00028/ADV	Mr K. Twigger (KRT Associates Ltd)	Continued display of signage approved under 11-00464-ADV, 11-00466-ADV, 11-00468-ADV and 11-00470-ADV. 1 Market Place, Brewood.	
17/00029/ADV 17/00030/LBC	Mr K. Twigger (KRT Associates Ltd)	Retention of existing signage: fixed aluminium sign (black with white lettering, (hanging aluminium sign on wrought-iron sculpted bracket. 1 Market Place, Brewood.	