

**BREWOD 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 12 JANUARY 2017 AT 7.30PM**

**PRESENT:**

Mrs J. Bradshaw, Mrs J. Carr, Mr R. Dakin, Mr D. Evans, Cllr Mrs D. M. Holmes, Mrs J. Jeffries, Mr K. Kearney, Mr A. Pupino, Mrs M. Sambrook, Mr G. Sibley, Cllr Mrs W. Sutton, Dr R. Taylor, Mrs L. Tomkins.

**IN ATTENDANCE:**

Mrs J. Bolton.

**APOLOGIES**

M. Alden-Court (personal), Mr M. Webb MBE (personal).

**DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND REQUESTS FOR DISPENSATION:**

There were no declarations of interest from Members nor 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:**

The Minutes of the meeting held on 8 December 2016, and the contents of the Budget Report as discussed at the special meeting of the Council held on 4 January 2017 were approved as an accurate record and duly signed.

**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.

238. **PUBLIC PARTICIPATION:**

No member of the public wished to speak.

239. **POLICE REPORT:**

The Parish Council received the Staffordshire Smart Alert and Police bulletins to date.

PCSO Adam McAree had visited the office on 14 December 2016 and reported that there had been three cars stolen in Brewood; one from Kiddemore Green Road and two from Stonebridge area.

There was an armed robbery at the Co-op in Brewood on 29 December and a robbery at the Co-op in Kinver which may be linked. CID officers were continuing to investigate.  
12 Jan 2017

Three persons had been charged with conspiracy to rob, conspiracy to commit commercial burglaries and conspiracy to commit domestic burglaries between 16 Oct 2016 and 23 November 2016. The incident at the Spar in Brewood was included under this charge. The investigation was continuing and there were likely to be further persons dealt with.

There was a burglary in Shop Lane, Brewood on 5 January via an unsecured door. A MacBook Pro and other personal items were stolen.

There was a break in at the Jubilee Hall in Brewood through an unsecured door on 5 January between 4.30 pm and 8.00pm.

Members reported that there had been three bottles of spirits stolen from the Jubilee Hall. The presbytery at St Mary's RC Church, Brewood had also been broken into.

Mrs J. Jeffries and Mrs M. Sambrook arrived for the meeting.

### **MATTERS ARISING:**

226/464\*\* **Coven Playing Field Equipment and Skate Board Park.** Confirmation received from Veolia that a grant of £48,000 had been awarded. The Parish Council was waiting for the contract from Veolia. The Park Committee had also been awarded up to £1,000 from Aviva. Mrs J. Jeffries congratulated the committee and all involved on their splendid achievement.

**Matter of report.**

391\*\* **School Lane Playing Field.** Written confirmation received from the Parish Council's solicitor in line with the recommendations of the planning consultant. Members received a copy of the confidential correspondence at the meeting. Although the matter was deemed confidential it was not necessary for the public to be asked to leave as no discussion took place on the item.

**Matter of report.**

98. **A449 Gailey Roundabout and M54 Junction 2.** Work on this was reported in July but was postponed. Letter received from Chris Jones of Kier advising that the work had commenced. It was anticipated that it would be completed by summer 2017.

**Matter of report.**

110. **School Lane Pavements.** Further email received from Mr A. Prendergast pointing out that in a recent survey by South Staffordshire Council 58% of people considered that the poor state of the footpaths and roads to be the most important (matter) and urged the Parish Council to put pressure on the county and district councils to get remedial work done on School Lane footpath in Coven.

**It was resolved that the Clerk write to Mr Prendergast advising that the Council would put as much pressure as it could on Staffordshire County Council to bring the matter to a satisfactory conclusion.**

### **MATTERS ONGOING:**

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

270\* **Layby A449.** Mrs L. Tomkins reported that she had met with Rt. Hon. Gavin Williamson MP on 22 December and she was awaiting a reply. The matter would be discussed again with Highways England.

**It was resolved that the following items be removed from Matters Ongoing: 344\*, 184, 201.**

**CORRESPONDENCE RECEIVED:**

240. Email received via the Chair (included on the Clerk's Report at the meeting held 8 December 2016) advising that M. Alden-Court would take a leave of absence until May 2017. M. Alden-Court had advised that this should have been March 2017. She intended to re-commence attendance at full parish council meetings on 13 April and had given the reason for absence as personal. The Council was not required at this time to resolve whether or not to approve the reason for absence.

**Matter of report.**

241. Letter received from Mr D. Byrne of Oak Road, Brewood requesting permission to erect a shed 6' x 8' on allotment 31 at Coven Heath.

**It was resolved that Mr Byrne be granted permission to erect a shed 6' x 8' on allotment 31 at Coven Heath.**

242. Letter from Mr M. Winnington of Staffordshire County Council regarding consultation on the highways improvements at the Royal Ordinance Factory at Featherstone. There was a stakeholder consultation event on Friday 13 January at Greenfield Golf Club, Cat and Kittens Lane, Featherstone from 9.30am until 12 noon.

**It was resolved that interested Members advise the Clerk.**

243. Email from South Staffordshire Council advising of the next Let's Work Together training session was on 16 January from 9.15am until 1.05pm.

**It was resolved that Mrs J. Bradshaw, Mr D. Evans and Mr K. Kearney be added to the list of attendees.**

244. Correspondence from Staffordshire Parish Councils Association regarding defamation and Social Media. Members were reminded that comments on social media could lead to legal liability. Copy of the article was circulated prior to the meeting. Members were requested to keep this with the Code of Conduct in their Members information packs.

**Matter of report.**

245. Letter received from Bruno Peek, Pagemaster 'Battle's Over' asking if the Parish Council wished to take part in lighting a beacon on 11 November 2018 to commemorate the end of the Great War.

**It was resolved that The Clerk advise the Scouts, Rotary and Guides of the event.**

246. Email from Mr S. Dores regarding the possibility of ground movement at Jacob's Ladder. He had visited the site just before Christmas in relation to the construction of a retaining wall. He advised that there did not appear to be any movement of the bank but recommended that the matter be referred to a structural engineer. As this is a public right of way, it has been referred to Mr P. Rochfort from the rights of way team at Staffordshire County Council for further investigation. Clerk's Report referred.

**Matter of report.**247. **CORRESPONDENCE CIRCULATED:**

Coven Heath Community Association December Newsletter

SPCA bulletins 29 Dec and 5 Jan

Staffordshire County Council pothole update 5 Dec

Western Power Distribution Business Plan

Midlands Air Ambulance Circular regarding In Memoriam Donations

Bishop's Wood Bugle Dec

Staffordshire Police press release re 80 suspects located during Operation Justice

#### 248. DISTRICT/COUNTY COUNCIL'S REPORT:

Cllr Mrs D.M Holmes reported that it would not be possible to site a bus stop outside Brewood Medical Practice. She commented on the splendid appearance of the hedge opposite St Mary's Church which had been laid and requested that a letter of recognition be sent to Mr Dunbar who had carried out the work.

Cllr Mrs W. Sutton thanked Members who had attended the library launch and advised that 67 people had attended in all. In excess of £140 had been raised for library funds. Mrs Warburton one of the volunteers had given the main speech.

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

The Parish Council received the report of the Chairman, Mrs L. Tomkins. She had attended Bishop's Wood Christmas lights turn on event on 6<sup>th</sup> December. She commented on the good display of lights in residential properties in Bishop's Wood. On 6<sup>th</sup> December, she had read a lesson at St Paul's carol service in Coven. She had also attended the opening of Brewood Library on 21<sup>st</sup> December, met with Rt. Hon. Gavin Williamson MP on 22<sup>nd</sup> December regarding parking on the A449 layby at Coven Heath and attended the Precept meeting on 4<sup>th</sup> January 2017.

Mr R. Dakin, Mr K. Kearney, and Mrs J. Jeffries had attended the Community Speedwatch Engagement meeting at Staffordshire Police HQ in Stafford on 10<sup>th</sup> January. (Mr P. Tomkins had also attended). The meeting was not what was expected and was poorly structured. All three Members felt that any positive points had been overwhelmed by negative ones.

Mrs J. Jeffries and Mrs M. Sambrook had attended a meeting of Bishop's Wood Flood Action Group earlier in the evening. The meeting was with Bishop's Wood residents, the National Flood Forum, the Environment Agency, Mr M. Keeling from Staffordshire County Council, representatives from Severn Trent and South Staffordshire Council. Questions had been forwarded in advance. A survey had been started and a model of the village was planned. Details of drainage, sewers and maps would be available. The Parish Council was asked about future development. It was made clear that residents, through their Parish Council, could have their say on future developments and could object. The next meeting was planned for the beginning of April 2017.

#### 250. FINANCE REPORT:

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

1. Income and expenditure (£530.51) report as at 12 January 2017. Income (£530.51), Expenditure (£13,238.43 **be approved and published quarterly on the Parish Council website under: Parish Council Budget/Finance 'Finance Income and Expenditure'**).
2. The budget expenditure of £347,337.00 and precept demand of £139,413.00 for 2017/2018 as recommended at the meeting of the full council held on 4 January 2017 **be approved**. The Council Taxbase Calculation 2017/18 for Brewood and Coven Parish Council was 2966.18, this gave a Parish Council rate of £47.00 (£47.35 in 2016-17) on a Band D property.
3. Submission of the Precept Demand of £139,413.00 for 2017-18 to South Staffordshire Council, **be approved**.
4. The renewal of the Parish Council's membership of Staffordshire Wildlife Trust at a cost of £42 per annum, **be approved**.
5. The payment of salaries, including Christmas bonuses, there being no meeting of the Parish Council at the end of December, **be ratified**.

- 6. The Council considered the request from Staffordshire County Council for a contribution towards the CAB's Debt Benefit and Consumer Advice service which would otherwise be axed due to cut backs in funding from the government. Cllr Mrs W. Sutton advised that South Staffordshire Council was a pilot authority for Universal Credit and employed debt advisors. She agreed to obtain figures from South Staffordshire Council demonstrating how many parishioners used the debt counselling service.

**It was resolved that no action be taken until there was more information available or direct contact from CAB.**

251. **PLANNING REPORT:**

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

Email received from Mr Arif Komurcugil, planning enforcement officer South Staffordshire Council, regarding planning enforcement case 16/00423/UNOCU 1 Whiteoaks Drive, Bishop's Wood, advising following investigation, and in the absence of any further information, the case had been closed and no further action would be taken.

**It was resolved that the Clerk reply to Mr Komurcugil advising that the Parish Council had local knowledge that the property continued to be unoccupied and was being used for commercial purposes. The Council to request that the case be re-opened and advising Mr Komircugil to consult the Electoral Register which would prove that the property had never been occupied. Copy to be forwarded to Lucy MacDonald.**

252. **CLERK'S REPORT:**

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

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

Mr D. Evans requested that his name be added to the Community Benefit Working Party membership.

There being no further business, the meeting ended at 8.35pm.

..... Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL  
TO BE HELD 12 JANUARY 2017**

**MATTERS ONGOING**

344\*. **Solar Powered Road Signs A449.** Reply received from Mr N. Hanson of Highways England advising that the technology is not currently suitable or proven to provide the levels of illumination required for trunk road lighting. There are no plans for solar powered lighting along the A449. However, as technology advances, they will keep the situation under review.

**MATTERS ARISING**

246. **Jacob's Ladder.** Mr P. Rochfort has advised that the Council contacts the planning officer as any damage done by the developer must be put right. Lucy MacDonald has been forwarded details and we are awaiting a reply.

**FINANCE**

**Chairman's Allowance.** The Chair has been invited to attend the 'link for life' dinner at Wolgarston High School on Thursday 19 January. Tickets are £25. Mrs Tomkins' ticket will be paid for from the Chairman's Allowance. She will be accompanied by her husband who will pay for his own ticket. A cheque to the value of £50 will be sent to the school and Mr Tomkins will reimburse the Council by £25.

**OTHER MATTERS FOR THE CLERK'S REPORT**

192. **BT Kiosks in South Staffordshire.** BT have reviewed the list of kiosks to be removed and have decided to retain the one at Deansfield Close, Brewood.  
There is now a free number to call in the event of a power cut (105). Further details can be found at [www.powercut105.com](http://www.powercut105.com)

Members are reminded of two meetings to be held on 17 January; 10.00am Traffic Management with Cllr M. Sutton and Mr Mark Keeling and 11.30am, Community Benefit Payment working party M. Alden-Court, Mrs J. Bradshaw, Mrs J. Carr, Mr R. Dakin, Cllr Mrs D.M. Holmes, Mrs J. Jeffries, Mr A. Pupino, Mrs M. Sambrook, Dr R. Taylor and Mrs L. Tomkins.

## BREWOOD & COVEN PARISH COUNCIL

### PLANNING APPLICATIONS CONSIDERED AT THE MEETING HELD ON HELD ON 12 JANUARY 2017

Application Number	Applicant's Name	Proposal	Comment
16/01091/FUL	Mr A. Routley Cameron Homes	Amendment to application 15/00845/FUL (demolition of existing building and erection of two detached houses with double garages and construction of a new vehicular access). 16 Sandy Lane, Brewood. (Observations to be made by 2 Jan)	No objection as the amended plans are an improvement on the previous ones.
16/01097/FUL	Mr Dorsett	Replacement of an Agricultural Barn and Siting of a Storage Container for Agricultural Purposes. M Far Laches Farm, Featherstone.	No comment.
16/01102/FUL	Mr M. Wheelon	Conservatory to rear. Fritham Lodge, Coven Road, Brewood. (Observations to be made by 12 Jan)	No objection as long as it is not intrusive to neighbours.
16/01106/FUL	Mrs V. Williams	Proposed demolition of an existing workshop, residential infill development of 2 dwellings including garages, plus new garage to Harrow Cottages, new screen wall to frontage of School Lane adjacent to Standeford Cottage and associated works. Harrow Cottage, School Lane, Coven.	No objection.
16/01121/FUL	Three Hammers Golf Complex	Removal of existing and erection of new, replacement ball-stop fencing to driving range. Three Hammers Golf Complex, Old Stafford Road, Cross Green.	No objection.
16/01125/FUL	Mr & Mrs M. Jennings	Proposed front gable window and rear dormer to existing garage. Convert part of garage to utility and office. Various other internal and external alterations. 1 Kings Bridge, Coven.	The description 'Various other internal and external alterations' is too broad to for the Parish Council to be able to comment.