

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 8 DECEMBER 2016 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, Mr M. Webb MBE.

IN ATTENDANCE:

Cllr M. Sutton.

APOLOGIES:

M. Alden-Court (personal), Cllr Mrs J. Bolton, Cllr B. Cox.

Email received from M. Alden Court informing the Chairman that she intended to take a leave of absence from the Parish Council and was hoping to return for the first meeting in May 2017. Clerk's Report referred.

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 24 November 2016 were approved as being 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.

228. **PUBLIC PARTICIPATION:**

No members of the public wished to speak.

229. **POLICE REPORT:**

Staffordshire Smart Alert had advised that a grey Audi Quattro had been stolen from the driveway of a property in Shutt Green, Brewood. Illuminated reindeers had been stolen from gardens in Chambley Green and Cinder Hill Lane, Coven and a canal boat had been broken into in the Woodbank Lane area of Penkridge.

Smart Alert reminders to be extra vigilant to cold callers during the festive season and to be aware of postal and delivery card scams.

MATTERS ARISING:

391**. **School Lane Playing Field.** Advice received from the planning consultant, copies of draft letter circulated prior to the meeting.

It was resolved that Members approve the content of the letter to be forwarded to South Staffordshire Council.

256.15 **Community Speed Watch.** Members and the Clerk had been invited to a Community Speedwatch engagement meeting on 10 Jan from 6.30pm until 9.00pm and Staffordshire Police HQ in Weston Road by Michelle Shaker, co-ordinator. She would also like to address the Parish Council on 26 January at 7.00pm to give further information about the initiative and hopefully get members of the public involved. See Finance.

It was resolved that Ms Shaker be invited to give a presentation to the Parish Council 26 January at 7pm, prior to the full meeting of the council.

50. **Audit 2015-16.** Letter received from Mr A. Toplis, internal auditor advising of the conclusion of the audit, copies circulated prior to the meeting. Mrs J Carr quoted from the letter 'your council is to be commended on the excellent quality of the financial and governance records and associated record keeping' and congratulated members of staff on this achievement.

Matter of report.

256. **Traffic Management.** E-mail received from Mr Williams of School Lane, Coven inviting Members to attend a meeting with Neil Hansen Highways England regional manager. Clerk's Report referred. Mr R. Dakin and Mr A. Pupino reported that Mr Williams had apologised for the short notice given and said it was an interesting and constructive meeting. Mr Hansen would respond in January 2017. It was noted that Cllr M. Sutton would meet with Mr Williams in the New Year.

Matter of report.

MATTERS ONGOING

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

69. **West Midlands Interchange.** Email received informing the Parish Council that an updated illustrative masterplan for the West Midlands Interchange was available. Clerk's Report referred. Cllr Mrs W. Sutton reported that consultation would now start in March 2017.

Matter of report.

344*. **Solar Powered Road Signs A449.** Clerk to forward details directly to Mr Neil Hansen, Highways England Asset Manager, Network Delivery and Development.

Matter of report.

CORRESPONDENCE RECEIVED:

230. Email received from Mr R. Ellison of Staffordshire Parish Councils Association advising of a course for Clerks 'Introduction to Social Media' on 8 March 2017 from 10.30am until 12.30pm. Members expressed that the Clerk and Assistant Clerk should both attend the course.

It was resolved that the Clerk and Assistant Clerk attend 'Introduction to Social Media'.

231. Email received from Staffordshire County Council advising of the diversion of vehicular traffic in Crateford Lane, from its junction with A449. The Order would come into force on 4 January 2017. It was anticipated that the works would be completed by 31 July 2017. Clerk's Report referred.

It was resolved that details be placed on Parish Council notice boards, Facebook page and website.

232. **CORRESPONDENCE CIRCULATED:**

Brewood Civic Society minutes of the meeting held 21 November 2016
 Staffordshire County Council weekly update of pothole repairs. Potholes can now be reported online
 South Staffordshire Council's Review magazine autumn 2016
 Village News December edition
 Staffordshire Playing Fields Association Annual Report and accounts 2015-16
 SPCA Bulletin 24 November and 1 December
 CCLA Public Sector Deposit Fund review for the 6 months to 30 September

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

Cllr Mrs W. Sutton reminded Members that the official launch of Brewood Community Managed Library was on 21 December at 3pm and everyone was welcome.

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

Mrs L. Tomkins reported that on the 25 November she attended the Parish Summit at South Staffordshire Council which was very interesting. On 1 December Mrs Tomkins had toured St Mary and St Chad Church bell tower which she thought was fantastic. On 3 December Mrs Tomkins went to Coven Christmas Lights switch on and said it was an excellent event with a good turn out and had been very successful. On the same evening she had turned on Coven Heath Christmas Lights and thanked Members for attending. 5 December Mrs Tomkins had attended a Staffordshire Parish Council Association AGM which she found very informative.

It was noted that the Parish Council had not been made aware of the arrangements for 'Small Business Saturday' which was held 3 December.

235. **FINANCE REPORT:**

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

1. Income (£3,923.79) and expenditure (£2,111.54) report as at 8 December, **be approved and published quarterly on the Parish Council website under: Parish Council Budget/Finance 'Finance Income and Expenditure'**.
2. Salary payments for December, there being no second meeting of the Parish Council in December, **be approved.**
3. Purchase Community Speed Watch equipment at a cost of £360 from the 'donations account', currently £1,432.
It was resolved that the Parish Council purchase the Community Speed Watch equipment at a cost of £360 from the 'donations account'.

222a2** **Honours Board.** Quotes received, copies circulated prior to the meeting.

It was resolved to accept the quote from Keith Brooks of £936.00 to replicate the existing honours board in design and size with the inclusion of sign writing, be approved.

Member noted that the finger post at Coven Road / Port Lane had been refurbished and how good it looked.

236. **PLANNING REPORT:**

The Council received the Planning Report from the head of planning, Dr R. Taylor and considered the planning applications received.

Fairhaven, Shaw Hall Lane, Coven Heath.

Appeals A & B APP/C3430/C/15/3134499 & APP/C3430/C/15/3134500. The appeals were dismissed and the enforcement notice was upheld with corrections.

Appeal C APP/C3430/W/15/3140299. The appeal was allowed and planning permission was granted subject to conditions in the formal decision.

Appeals D & E APP/3430/C/15/3134526 & App/C3430/C/15/3134527. The appeals on ground did not fall to be considered and the enforcement notice was upheld with corrections.

237. **CLERK'S REPORT:**

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

Annual Precept Meeting. Members were requested to agree a date. Clerks Report referred.

It was agreed that the meeting would take place 4 January 2017 at 7pm.

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

Dr Taylor had agreed to make a presentation regarding Brewood Dole Charity on 12 January 2017 at 7pm.

There being no further business, the meeting ended at 8.25pm.

Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 8 DECEMBER 2016**

MATTERS ARISING

256. **Traffic Management.** E-mail received from Mr Williams of School Lane, Coven inviting Members to attend a meeting with Neil Hansen Highways England regional manager, to be held on Saturday 3 December at 11am. The meeting was to discuss problems relating to the maintenance and management of the A449 and School Lane, Coven which include blocked drains, surface flooding, unacceptable noise pollution and safety issues from falling tree branches. Mr R. Dakin and Mr A. Pupino attended the meeting and may wish to report further.

Member's views.

231. E-mail received from Mark Winnington, Cabinet Member for Economic Growth. Improving the junction of the A449 and Gravelly Way has now started and should be completed by the summer of 2017. Copy tabled.

Matter of report.

MATTERS ONGOING

69. **West Midlands Interchange.** Email received informing the Parish Council that an updated illustrative masterplan for the West Midlands Interchange had been added to the project website. The plan would continue to evolve ahead of consultation in spring 2017. Further information is available at: <http://www.westmidlandsinterchange.co.uk/december-2016-progress-update/>

Matter of report.

OTHER MATTERS FOR THE CLERK'S REPORT

Annual Precept Meeting. Members are requested to agree a date to consider the grant applications and proposed budget in order to set the 2017-18 Precept in January.

Email received from Father Malcolm Lockey inviting the Chairman, Mrs L. Tomkins to the service of 9 Lessons and Carols on Sunday 11 December at 6pm, St Paul's Church, Coven and requesting Mrs Tomkins read one of the lessons.

Email received from M. Alden Court informing the Chairman that she intended to take a leave of absence from the Parish Council and is hoping to return for the first meeting in May 2017.

BREWOOD & COVEN PARISH COUNCIL

PLANNING APPLICATIONS CONSIDERED AT THE MEETING HELD ON 8 DECEMBER 2016

Application Number	Applicant's Name	Proposal	Comment
16/00978/FUL	Mr W. Toon Davenports	Proposed development is for a temporary provision of three mobile units on site where there is currently future ongoing plans for the development of new build dwellings on site as well as the already submitted application for permitted development of the barn conversion site. Allowing for a liveable space on site whilst works are ongoing. Rose Hill, Watling Street.	No objection but limitation to further renewals as original planning application was submitted in 2009 and should be completed within the year (as stated in the application).
16/00990/FUL	Coventya Ltd	Single storey side extension to create further storage. Coventya Ltd, Enterprise Drive, Four Ashes.	No comment.
16/01010/FUL	Mr G. Costigan	Loft conversion to provide 2 bedrooms and ensuite. 37 Deacons Field, Brewood.	No objection.