

BREWOD 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 9 MARCH 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 of the Council held on 23 February 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.

304. **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.

305. **POLICE REPORT:**

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

MATTERS ARISING:

172. Permission was given for a six months trial period in October to Mr S. O'Brien to use the Church Road amenity area, Brewood as a seating area. Mr O'Brien has recently replaced two coping stones on the wall free of charge as a good will gesture. The trial period will elapse in April therefore consideration is required with regard to extending the time limit further.

Members' views.

289. **Internet Banking.** To arrange a meeting of the Finance Committee in order to progress the proposal to transfer to internet banking.

Members' views.

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:

306. To consider the Business Risk Assessment Report, Risk Assessment Document and Internal Controls Checklist. Copies enclosed.

Members' views.

307. Email received from Mrs A. Peters Brewood and District First Responders regarding the possibility of the Parish Council taking over responsibility of the defibrillator in Brewood. Letter sent to the manager of Brewood Co-op to find out whether or not they would take over responsibility for the upkeep of the defibrillator from Brewood Fire Service.

Matter of report.

308. Email received from Mr M. Williams of Brewood and District Satellite Rotary Club requesting to advertise on the Parish Council's Facebook page for new members to join the club.

Members' views.

309. Email received from Mandy Hayes requesting that permission be given for Rugbytots to use Brewood playing field on an ad hoc basis on some Saturday mornings. Rugbytots is an activity programme aimed at two to five year olds. Rental charges have not yet been proposed.

Members' views.

310. Email received from Mr D. Langford of Church Lane, Coven regarding parking in Church Lane and Brewood Road pointing out that there are several vehicles parking there at weekends and overnight and that gym and garage users are also contributing to the problem.

Members' views.

311. Members of the allotments working party are requested to arrange a date to carry out an inspection of Coven Heath allotments during April.

Members' views.

312. Mr M. Webb MBE has reported parking on the grass verge at the junction of Deansfield Road and Vicarage Road, Brewood. Previously the Parish Council has written to residents requesting that they refrain from doing this as it churns up the grass.

Members' views.

313. To arrange a meeting of Coven Traffic Management working party.

Members of the working party are requested to arrange at date to meet.

314. **CORRESPONDENCE CIRCULATED:**

Staffordshire Police Response to HMIC PEEL Report in Staffordshire

SPCA Bulletins 23 February and 2 March

NALC DEVO+ Paper on devolution of Services to Parish Councils

Brewood Civic Society minutes of the meeting held 20 February (received 2 March)

Rt Hon. Gavin Williamson MP Newsletter 28 February

PCC press office Rural Enterprise Academy students get a lesson in cyber safety

War Memorial News 21st February and Village News March edition

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

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

316. **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.

317. **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 9 March.
2. Request received from Mr M. Orgill Janitor/Caretaker to join the Council's Pension Scheme. With effect from 1 April 2017 under the Auto Enrolment regulations, Mr Orgill is an 'entitled worker' and therefore can apply to join a pension scheme. The cost to the Parish Council would be approximately £1,298 for 2017, which has been included in the calculation for the 2017 Precept.
3. At the meeting held on 9 February it was resolved that the Parish Council would pay a sum of £4,814 to ENTRUST in order to release the grant from Veolia, on the understanding that the Council was reimbursed for the full amount from funds raised by Coven Playing Field Committee as soon as possible. Mrs J. Carr has invoked Standing Order 2.11a and would like the Council to consider paying of the Contributing Third Party amount outright to ENTRUST.
4. Email received from Helen Marshall of South Staffordshire Council asking if the Parish Council would be purchasing a portable CCTV camera at a cost of £3,200 plus installation £440. Running costs would be approximately £700 each time it was moved. South Staffordshire Council will be purchasing 10 cameras for use around the district.
5. A cheque to the value of £3,655 has been received from the Council's insurance company as reimbursement for the replacement bus shelter on the A449 at Coven Heath.

318. **PLANNING REPORT:**

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

319. **CLERK'S REPORT:**

To receive the written report of the Clerk.

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