

**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 9 FEBRUARY 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, Dr R. Taylor, Mrs L. Tomkins, Mr M. Webb MBE.

**APOLOGIES:**

M. Alden-Court (personal), Cllr Mrs W. Sutton (personal).

Cllr Mrs J. Bolton, Cllr M Sutton.

**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 26 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 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.

271. **PUBLIC PARTICIPATION:**

Mr Frederick Barrett representative for Coven Heath Community Association spoke to the Parish Council regarding Royal Ordnance Factory (ROF) Featherstone. Every household in Coven Heath had received a Highway Options Consultation feedback form to encourage residents to respond to the consultation by 12 February 2017. There were nine potential options regarding the road network associated with the ROF site at Featherstone. Coven Heath Community Association favoured option 9 and asked if Members would support their view, as this option avoided Coven Heath and in particular an already congested A449. Other reasons to object included increased traffic, noise and air pollution, nuisance / pollution from extra street lights and a further reduction of the local Green Belt which was rapidly being infilled with developments. An alternative option for the Brown Field Site was for it to be used to build affordable housing.

272. **POLICE REPORT:**

Staffordshire Smart Alert advised that Police were reminding people to be vigilant after receiving reports of a telephone scam in the south of the county. A caller claims they were from a bank or local Police force and  
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instruct the target to withdraw money from their account, which would then be collected from their home by a courier or Police officer.

### **MATTERS ARISING:**

69. **West Midlands Interchange.** Group email from Mrs D. Gilmartin of Stop the Gailey Freight Hub thanking the Parish Council for joining the 'collective of Parishes against West Midlands Interchange', which was a misunderstanding as this Parish Council had yet to decide on its approach to the development. The email advised that the group had set up a limited company which would be asking parish councils for a grant of £500 (more from Brewood and Penkridge) to fund a planning consultant and QC. The email also requested that the Parish Council considered volunteering. Members agreed they placed trust in Staffordshire County Council, South Staffordshire Council and its MP. It was noted that the Stage 2 consultation had been put back until March 2017.

**It was resolved that the Parish Council would not award a grant to Stop the Gailey Freight Hub. It was further resolved that the Council would be involved in sharing information with other local parish councils. Mr D. Evans abstained from the vote.**

126/169. **Quality Council/Standing Orders.** Members were emailed the new model Standing Orders for consideration.

**It was resolved that a meeting would be held for all Members to attend 2 March at 7pm in order to review the Council's Standing Orders.**

242. **Royal Ordinance Factory.** Coven Heath Community Association encouraged Coven Heath residents to respond to the consultation on the road network associated with the ROF site at Featherstone by 12 February. A copy had been delivered to every resident in Coven Heath. Clerk's Report referred. Mrs J. Bradshaw to prepare an article for the Parish Council Newsletter. Members agreed that it would be better to use the land for housing rather than commercial premises.

**It was resolved that Members would respond individually and as a Parish Council. Members agreed that it would be better to use the land for housing rather than commercial premises.**

246. **Jacob's Ladder - Damage to Handrail.** Clerk had written to Cameron Homes and an email had been sent to the rights of way team at Staffordshire County Council requesting an urgent visit be made to assess whether a higher barrier was required. Clerk's Report referred.

**It was resolved that available Members would meet with the new owner on site at 10am on 11 February.**

257. **South Staffordshire Council's Lottery.** Further information was requested. An email was sent requesting further detail but no response received.

**Matter of report.**

### **MATTERS ONGOING**

Members receive the Matters Ongoing report, copy circulated prior to the meeting.

251. **1 Whiteoaks Drive, Bishop's Wood.** Mrs J. Jeffries had prepared a response outlining local residents' concerns for the Clerk to incorporate into a formal letter to Mr Komurcugil.

**It was resolved that the Clerk send the response to Mr Komurcugil. Mrs M. Sambrook abstained from the vote.**

**It was resolved that item 222a2\*\* be removed from Matters Ongoing.**

**CORRESPONDENCE RECEIVED:**

273. Letter received from Mrs J. Monckton advocating the idea that the remaining land adjacent to Brewood Medical Practice be used as a burial ground.

**It was resolved that the Clerk write to Mrs Monckton advising that the Parish Council understood there was a shortage of burial land but that it was beyond its control. Cllr Mrs D. M. Holmes, Mr A. Pupino and Dr R. Taylor abstained from the vote.**

274. The caretaker had reported that the Brewood tennis club had increased its fees from £2 per hour for two people to £3 per hour per person.

**Matter of report.**

275. Email received from Gill Wyatt of Action on Hearing Loss requesting that the Parish Council publicised its free sessions on advice, information and management of hearing loss. The service also provided basic hearing tests. Ms Wyatt was also seeking venues to use to run sessions for the community.

**It was resolved that the Clerk obtain further information and reports back to the Council at the next meeting.**

276. Letter from Helen Astley of South Staffordshire Council inviting the Chair to its Fly the Flag for the Commonwealth Day event to be held on 13 March at 10.00am. Mrs L. Tomkins confirmed she would attend.

**Matter of report.**

277. The first edition of the 2017 Parish Council Newsletter was due. Members were requested to advise the Clerk of any items that they would like to be included.

**Matter of report.**

278. Entries would soon be due for this year's Best Kept Village Competition. Members were requested to advise the Clerk whether or not villages would be entering this year. Details had been forwarded to Mr T. Sloane and Mrs S. Hayes. It was reported that Coven would not be entering the competition this year. Bishop's Wood and Coven Heath to confirm.

**Matter of report.**

279. Letter addressed to the Chair of the Council received from Bob Ware advising of Miss Jean Martin's recent activities including performing at St James' Palace, guest speaker at a number of venues, piano concerts and fundraising for a variety of charities. Letter tabled at the meeting.

**Matter of report.**

280. Members received the Community Benefit Payment report arising from the meeting held on 17 January. Members also considered the draft application form, copies circulated prior to the meeting. Clerk's Report referred.

**It was resolved that the Community Benefit Payment application form be approved, subject to some minor amendments.**

281. **CORRESPONDENCE CIRCULATED:**

Village News

Wolverhampton West Magazine

Brewood Civic Society minutes of the meeting held 16 January 2017.

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

Cllr Mrs D. M. Holmes reported that South Staffordshire Council had a new electronic voting system, which was working well and wondered if the Parish Council could adopt a similar method of voting.

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

Some Members had attended Development Control (Planning) organised by SPCA. Mrs J. Bradshaw reported that the evening had been informative but certain information was vague. She gave some feedback of what was included.

Mr R. Dakin reported that Michelle Shaker from Community Speed Watch had held a training session at the Parish Council office 4 February to demonstrate how to use the equipment. A list of problem areas was to be forwarded to the Clerk. Mr K. Kearney confirmed he would be CSW Co-ordinator.

Mrs J. Jeffries reminded Members to be mindful when using social media in relation to posting potential defamatory comments when individual Parish Councillors may be identified. Members were reminded of the Code of Conduct.

Mrs L. Tomkins reported that she had met with Mr R. Dakin 6 February and on the 8 February had attended the Finance Meeting.

284. **FINANCE REPORT:**

Members received the Finance Report from Mr R. Dakin in the absence of the Head of Finance, Mrs J. Carr and resolved the following matters:

1. Income (£436.26) and expenditure (£9,858.89) report as at 9 February, **be approved.**
2. Budget Report for Q3 2016/2017, copy circulated prior to the meeting, **be approved.**
3. Letter from Mrs J. Gibbins, Secretary for Coven Memorial Hall thanking the Parish Council for the grant of £2,380.

226. **Coven Playing Field Equipment & Skate Board Park.** Members considered the report of the Clerk, copies circulated prior to the meeting.

**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.**

285. **PLANNING REPORT:**

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

Fly posting had been reported to Lucy MacDonald at South Staffordshire Council as two advertising signs were continually being displayed in Market Place, Brewood.

Appeal application APP/C3430/W/16/3158489, 2B Dirty Lane, Brewood appeal decision dismissed.

A tree had been removed from a property on Dean Street due to an approved planning application. It was agreed that the Clerk write to the resident respectfully requesting that for each tree removed, residents replaced it with two trees, either at their property or elsewhere in the parish.

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286. **CLERK'S REPORT:**

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

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

Mrs J. Carr reported that Rt. Hon. Gavin Williamson MP was officially opening Coven Memorial Hall's new porch and the Memorial Hall Committee had raised £64K.

There being no further business, the meeting ended at 9.15pm.

..... Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL  
TO BE HELD 9 FEBRUARY 2017**

**MATTERS ARISING**

242. **ROF Featherstone.** Consideration to be given by the Parish Council regarding completing a Highway Options Consultation feedback form from Coven Heath Community Association, supporting the objections to the options proposed by Staffordshire County Council which would have the greatest impact on Coven Heath residents. Mrs L. Tomkins will report further.

246. **Jacob's Ladder.** Mr P. Rochford of Staffordshire County Council's rights of way team has advised that an inspection of the site has been carried out and there is currently no health and safety risk as there is a 6' heras fence at the side of the footpath. A letter was also sent to Cameron Homes. A reply was received giving the contact details of the new owner of the site. He has confirmed that he will repair any damage to the handrail and will visit on Saturday 11 February to assess what kind of barrier is required once the heras fencing is removed.

**CORRESPONDENCE RECEIVED:**

280. **Community Benefit Payment.** Mrs J. Carr has recommended that the form be amended to include a section to ascertain what benefit to the community a grant from the Community Benefit Payment would bring about.

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

The Clerk attended the regional conference on 1 February at Telford Hotel and Golf Resort. The following topics were covered: best practice for using social media, important legal changes, discipline and grievance with a social media focus (employment law) and upcoming financial changes. Consequential changes as a result of the information gained will be brought to Full Council as and when they arise.

## BREWOD & COVEN PARISH COUNCIL

### PLANNING APPLICATIONS CONSIDERED AT THE MEETING TO BE HELD ON HELD ON 9 FEBRUARY 2017

<b>Application Number</b>	<b>Applicant's Name</b>	<b>Proposal</b>	<b>Comment</b>
17/00070/FUL 17/00071/LBC	Mr & Mrs Giffard	Alterations to south wing of Chillington Hall including replacement copper roof, installation of photovoltaic cells, repair works to chimneys and parapets and replacement ceiling in second floor nursery (resubmission of applications 16/00586/FUL & 16/00587/LBC). Chillington Hall, Chillington Park.	No comment.