

**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 23 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, Cllr Mrs W. Sutton, Dr R. Taylor, Mrs L. Tomkins, Mr M. Webb MBE.

**IN ATTENDANCE:**

Cllr Mrs J. Bolton, Cllr B. Cox, Cllr M. Sutton.

**APOLOGIES:**

M. Alden-Court (personal).

**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.

Mrs M. Sambrook declared a personal interest in 251 and Mrs J. Jeffries declared a personal interest in item 256.

**MINUTES:**

The minutes of the meeting held on 9 February 2017 and the Minutes of the Finance Committee meeting held 8 February 2017 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 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.

287. **PUBLIC PARTICIPATION:**

No members of the public wished to speak.

288. **POLICE REPORT:**

The PCSO had visited the office on 13 February. He reported that two men had been apprehended in connection with the recent spate of burglaries and there was nothing else to report.

23 February 2017

**MATTERS ARISING:**

222.2a\*\* **Honours Board.** The new board had arrived. Clerk's Report referred.

**It was resolved that Members accept the board and that it be situated on the north facing wall in the Council Chamber.**

69. **West Midlands Interchange.** Members considered the contents of the letter to Mrs Gilmartin of Stop the Gailey Freight Hub, copies circulated prior to the meeting.

**It was resolved that the letter be approved and sent to Mrs Gilmartin.**

246. **Jacob's Ladder - Damage to Handrail.** A meeting was arranged with the new owner of the site on Saturday 11 February to discuss the handrail and fencing. Dr R. Taylor reported that he had met with the new owner and the matter was in hand.

**Matter of report.**

257. **South Staffordshire Council's Lottery.** Email from Vanessa Partridge of South Staffordshire Council offering to arrange a 30 mins presentation on the lottery.

**It was resolved that a representative from the Policy team be invited to address the Parish Council at 7.00pm on 9 March.**

275. **Action on Hearing Loss.** Clarification received from Gill Wyatt, report tabled at the meeting. Clerk's Report referred.

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

277. **February Newsletter.** Draft copy was tabled at the meeting for approval. Clerk's Report referred.

**It was resolved that the Newsletter be approved, subject to some minor amendments.**

251. **1 Whiteoaks Drive.** Verbal reply received from Mr Komurcugil regarding planning enforcement. Clerk's Report referred. Mr Komurcugil had forwarded the response given to another complainant outlining the case. Copies tabled at the meeting. It was noted that local residents needed to be vigilant.

**Matter of report.**

**MATTERS ONGOING**

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

273\*\* **Renaming Bishops Wood Park (Now footpath).** Mrs J. Jeffries to contact Mr Groom.

263\*\* **Middle Lane, Coven Heath.** Enforcement papers had been served. Occupants had until 5 March 2017 to comply. It had been reported that large lorries were tipping rubbish which was then being buried. Enforcement Officers had been informed.

270\* **Layby A449.** Coven Heath residents were attempting to prevent HGVs parking overnight in the layby/bus stop adjacent to the allotments. Rt. Hon. Gavin Williamson MP had received a letter which Mrs L. Tomkins had commented on. Mr Williamson to respond and include Mrs Tomkins' comments.

250.6 **Citizens' Advice Bureau Debt Benefit and Consumer Advice Service.** Mrs W. Sutton advised that she had not received a reply from South Staffordshire Council debt advisors.

**CORRESPONDENCE RECEIVED:**

289. Email from Staffordshire Parish Council's Association in response to the recommendation of the Finance Committee to consider the viability of transferring to internet banking. Copies circulated prior to the meeting.

**It was resolved that the Finance Committee progress the idea of internet banking and arrange to meet with the Finance Liaison Officer from Lloyds Bank.**

290. Request from Dr R. Taylor for the Parish Council to be the first point of contact for responses to the newsletter article to raise the profile of Brewood Dole Charities to people in need. Dr R. Taylor wished to withdraw the matter.

**Matter of Report.**

291. Copy of letter received from Matt Howard of West Midlands Ambulance Service to Brewood and District First Responders thanking them for all their hard work and dedication over the past 10 years. Copies tabled at the meeting.

**Matter of report.**

292. Letter from St John's First School, Bishop's Wood, via Mrs J. Jeffries, regarding consultation on St John's School joining the Penk Valley Federation of Schools which consisted of Marshbrook First School, Princefield First School, Penkridge Middle School and Wolgarston High School from 1 May 2017. There would be a consultation day for parents and stakeholders starting at 6.00pm on Tuesday 14 March at St John's School.

**Matter of report.**

293. Email from Jennifer Lawton of South Staffordshire Council advising that there would be a Tourism Swap Shop event at Rodbaston Hall, Penkridge on Tuesday 28 March from 10.00am where businesses would have the opportunity to share literature and network with other tourism businesses in the area, there would be a digital marketing workshop, complimentary tour of the Animal Zone and lunch and refreshments provided.

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

294. Email received from Staffordshire County council advising of a temporary traffic order at Tinkers Lane and Sparrows End Lane, Brewood from 24 April 2017 and it was anticipated that the works would be completed by 10 May. It was noted that Tinkers Lane was a main diversion route for work currently being undertaken on the A449. Cllr M. Sutton would feed back to Highways.

**It was resolved that details be placed on Parish Council notice boards, website and Facebook page, once the diversion was confirmed.**

295. Email received from Matthew Thompson of Healthwatch Staffordshire advising that Healthwatch Staffordshire collected feedback on service provision throughout Staffordshire and requested that the public shared experience of health or social care. A survey could be accessed at [www.healthwatchstaffordshire.co.uk/](http://www.healthwatchstaffordshire.co.uk/)

**It was resolved that details be placed on Parish Council Facebook page and Newsletter.**

296. Email received from Hilary Hampton of Veolia inviting 2 members of the Parish Council to attend the launch of its EnviroGrant Scheme on 16 March at 4.00pm at the Four Ashes site. A new scheme whereby not for profit groups may apply for grants of up to £1,000.

**It was resolved that Mrs M. Sambrook and the Assistant Clerk attended the EnviroGrant launch.**

297. **CORRESPONDENCE CIRCULATED:**

SPCA Bulletin 16 February.

23 February 2017

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

Cllr B. Cox reported that David Heywood had been appointed as Chief Executive to South Staffordshire Council. On 21 February South Staffordshire Council set the Council Tax for 2017/18. The charge at band D by the District Council amounted to £105.34 (last year £100.34) and the total charge at band D for households within the Parish amounted to £1,547.16 (last year £1,496.63).

Plans for a new community lottery supporting good causes and local community projects in South Staffordshire was well underway. The lottery would operate on a principle of raising money within the community for the community. Any revenue raised from the lottery would eventually replace current funding for the voluntary sector.

South Staffordshire Council was in the process of setting up a letting business called 'Let's Rent South Staffordshire' which would provide affordable housing to residents. The business model was being revised and work was underway regarding asset classification and survey reports.

'One Public Estate' funding was allowing South Staffordshire Council to explore options to redevelop the existing Council offices which included both retail and residential options. A number of tenant enquiries had been made, amounting to over 13,000sq ft. Which would influence the One Public Estate case for change by identifying a local demand for the Business Hub.

Business Owners Support Hub (BOSH) would be holding monthly networking meetings at South Staffordshire Council offices in Codsall at 7:30am on the last Wednesday of each month. £10per person per meeting including breakfast. As well as generating revenue from room hire and catering, the Business Hub had secured a new tenant on a three year lease.

Site allocation consultation would end 27 February 2017.

Over 700 Christmas trees had been collected from residents' kerbsides, which would be composted into a high quality soil improver.

The final version of the South Staffordshire Council's 2017 Locality Profile would be available by the end of the month. Data was structured around key themes of employment, health and wellbeing, education, housing, transport, community safety, volunteering and rural isolation and the profile highlights emerging issues as challenges. A short presentation about the profile would be delivered at the next 'Let's Work Together' session on 17 March.

A local sandwich shop providing hot and cold takeaway sandwiches had been fined for failing to comply with three hygiene improvement notices from South Staffordshire Council and failed to maintain the business in a clean and hygienic condition. The company pleaded guilty and were fined £3,658.72 including costs.

South Staffordshire Council has successfully prosecuted four people for fly-tipping offences, resulting in fines totalling nearly £6,000.

A Staffordshire multi-agency group had been set up to address the issue of industrial fly-tipping in the north of the County after a number of large, high risk sites were identified. South Staffordshire Council was part of this group, which was made up of representatives from all local councils, Staffordshire Fire and Rescue Services, Staffordshire Police, Environment Agency, DVSA and Highways England. The issue had not affected South Staffordshire yet but it was important to remain vigilant.

23 February 2017

Cllr M. Sutton reported that Staffordshire County Council had agreed the Council Tax and there was a 1.95% increase in Council tax plus 3% Social Care precept. A national consultation was to take place on Fairer Funding for Local Government. Housing White Paper was published on 7 February.

**Mrs M. Sambrook left the meeting.**

Cllr B. Cox advised that the ROF was incorporated into the SAD.

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

Mr R. Dakin reported that he had been invited to the opening of Coven Memorial Hall's new porch and said it was a very enjoyable afternoon. Mr Dakin had attended Planning at South Stafford Council and Development Control (Planning) organised by SPCA on 15 February and a Let's Work Together Workshop 17 February. He also attended the SAD publication plan 21 February and Locality Workshop at County Buildings 23 February.

Mrs L. Tomkins reported that she had attended Let's Work Together Workshop 17 February which discussed keeping warm and well at home and energy efficiency. Warmer Homes South Staffordshire provided free impartial energy advice and further details would be placed in the Parish Council Newsletter.

Some Members and the Clerk attended a Developing a Community Based Approach organised by NALC and Staffordshire County Council. All Staffordshire Parish Council's were invited and around 70 – 80 people were in attendance. The guest speaker arrived late as the railway / trains had been affected by Storm Doris.

**300. FINANCE REPORT:**

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

1. Income (£4,704.45) and expenditure (£8578.64) report as at 23 February, including salary payments, **be approved.**
2. Financial Summary Cashbook Reconciliation for January, copies circulated prior to the meeting, **be approved.**
3. Letter from Mrs J Manners of Friends of Stafford Samaritans thanking the Parish Council for the recent donation.

**301. PLANNING REPORT:**

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

Grant of planning permission: 16/01101/FUL

**302. CLERK'S REPORT:**

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

Email received from Mrs Ann Peters regarding the defibrillator in Brewood. Clerk's Report referred.

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

303. **PLAYING FIELD REPORT:**

- Bishop's Wood playing field: Mrs M. Sambrook could not access the park due to the gates being locked.
- Brewood playing field and skateboard park: Mr D. Evans reported that there was signs of rust on some D bolts and the aerial runway. There was moss growing on the foot holds of the climbing wall. Seven pieces of adult exercise equipment has been installed and were working well. The benches were still to be put in.
- Coven playing field and skateboard park. Mr R. Dakin reported that he had collected a lot of litter from around the tennis court and skate park.
- The Bront. Mr R. Dakin reported that there was a lot of broken small branches on the pathways near to the entrance by Moors Drive. Parts of the ground were heavily bogged and muddy due to the recent heavy rain. There was a fair amount of dog fouling at the Bront.

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

Mrs J. Carr requested that item 226 be put back on the agenda for the next meeting of the Council. Mrs J. Carr intended to invoke Standing Order 2.11a.

**Members agreed that this would be place on the agenda for the next meeting of the Council.**

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 23 FEBRUARY 2017**

**MATTERS ARISING**

222.2a\*\* **Honours Board.** The board arrived earlier in the week but due to the lighting and colour of the wood it was difficult to see the gold paint from a distance. Mr Brooks took it away and added another two layers of paint. He has explained that this was the only gold paint he could get from the supplier and hopes that the additional layers will be acceptable to the Parish Council.

275. **Action on Hearing Loss.** Clarification received from Gill Wyatt. See tabled report.

277. **February Newsletter.** Draft copy is tabled for approval. The article for the Dole Charity will appear in the next edition. The printers are in the process of moving offices therefore cannot print copies until 1 March at the earliest. Once we have a confirmed date the various organisations who are responsible for deliver will be notified.

251. **1 Whiteoaks Drive.** Verbal reply received from Mr Komurcugil regarding planning enforcement. From a planning perspective there is nothing that can be done at this present time. Mr Komurcugil has forwarded the response given to another complainant outlining the case. Copy tabled.

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

Email received from Mrs Ann Peters regarding the defibrillator in Brewood. In a previous conversation with the Clerk, Mrs Peters had said that Mr Danby of Brewood Fire Station had advised Mrs Peters that responsibility for the defibrillator had been passed over to the Parish Council. Mrs Peters would now like the Parish Council to discuss funding for the replacement parts with Brewood Fire Service as she has been unable to resolve the matter independently.

Mrs J. Jeffries has requested it be noted that the Parish Council will be asked to fund an amount in the region of £2,000 towards any solution to the flooding in Bishop's Wood from the 2018-19 Precept.

**BREWOD & COVEN PARISH COUNCIL**

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING**  
**TO BE HELD ON HELD ON 23 FEBRUARY 2017**

<b>Application Number</b>	<b>Applicant's Name</b>	<b>Proposal</b>	<b>Comment</b>
17/00072/FUL	Mr A. Price	Proposed Family Room Extension. 21 Bargate Street Brewood ST19 9BB	No objection.