

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 27 APRIL 2017 AT 7.30PM

PRESENT:

Mrs J. Carr, Mr R. Dakin, Mr D. Evans, Mrs J. Jeffries, Mrs M. Sambrook, Mr G. Sibley, Dr R. Taylor, Mrs L. Tomkins, Mr M. Webb MBE.

APOLOGIES:

M. Alden-Court (illness), Mrs J. Bradshaw (personal), Cllr Mrs D. M. Holmes (prior meeting), Mr K. Kearney (personal), Mr A. Pupino (illness), Cllr Mrs W. Sutton (prior meeting), Cllr Mrs J. Bolton, Cllr B. Cox, 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 13 April 2017 were approved as being an accurate record and duly signed with an exception to item 337. Dr R. Taylor did not attend the Community Engagement Event on Wednesday 12 April.

Mr M. Webb MBE arrived for the meeting.

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.

354. **PUBLIC PARTICIPATION:**

No members of the public wished to speak.

355. **POLICE REPORT:**

Staffordshire Smart Alert reported that there had been a number of garage break-ins to the rear of Dean Street, Brewood overnight on Sunday 23 and Monday 24 April. Offenders had forced entry and stolen power tools and bicycles. Residents were reminded to check security on sheds, garages and outbuildings. A vehicle was also broken into at one of the properties.

It was noted that the PCSO had failed to respond to a request for information. Clerk to re-send e-mail and report back at the next meeting of the Council.

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MATTERS ARISING:

173** **Hillcrest Footpath.** Email received from Mr P. Rochfort Principle Rights of Way Officer at Staffordshire County Council advising that the matter had been forwarded to the Legal Services team. The County Council was not in a position to resurface the path as it was not currently a recorded public right of way. The landowner could undertake any necessary surface repairs for the benefit of the local community. Clerk's Report referred. **It was resolved that the Clerk contact Bridget Parsons of Staffordshire County Council's Legal Department appraising her of the background and requesting that the application to adopt the footpath be considered as a matter of urgency.**

198.5 **Fingerpost Port Lane, Brewood.** The letters had been replaced.
Matter of report.

343. **Brewood Voluntary Car Scheme.** Best Practice Guide had been received.
It was resolved that Mrs J. Carr, Mr D. Evans, Mrs J. Jeffries and Dr R. Taylor form a Working Party to review the document and meet with the Car Scheme Coordinator if necessary. Meeting to be arranged at the meeting to be held on 25 May.

MATTERS ONGOING

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

69. **West Midlands Interchange.** Clerks report referred. The Clerk at Penkridge had confirmed that they would be waiting until the consultation stage before deciding on how they would proceed. Clerk to obtain information regarding other sites under consideration from Rt Hon Gavin Williamson MP.
Matter of report.

Mrs M. Sambrook arrived for the meeting.

178** **Unregistered Parish Council Land.** Parish Council's Solicitor to meet with the Clerk and examine papers.

289. **Internet Banking.** Clerk to meet with Clerk from Lapley, Stretton and Wheaton Aston Parish Council.

323. **Brewood Defibrillator.** Co-op was assessing whether or not to take over responsibility. Clerk's Report referred.

CORRESPONDENCE RECEIVED:

356. Dr R. Taylor requested that consideration be given to presenting members of Coven Playing Field Committee with a scroll in recognition of their hard work in raising funds for Coven playing field rejuvenation project.
It was resolved that scrolls be presented to individual members of Coven Playing Field Committee.

357. **Removal of A boards in Brewood.** Clerk's Report referred. Letter received from M. Heath of Stafford Street supporting the use of A boards. She had also asked if there was any film in the CCTV camera in Market Place, copies circulated prior to the meeting. It was noted that the facade of Speedwell Castle was neglected.
It was resolved that the Clerk contact the Enforcement team at South Staffordshire Council for the policy regarding A boards. It was further resolved that the Clerk write to M. Heath to confirm that the CCTV camera was fully operational and monitored on a regular basis.

358. Email received from Mr S. Hadley of Coven United U14s enquiring about the hire of Coven playing field for football matches next season. He had requesting that consideration be given to marking out the smaller
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pitch to accommodate a 7-a-side and a 9-a-side team. They may also be interested in hiring both pitches in the long term. Two teams currently hired the pitch but it was uncertain at this stage whether they would continue next season.

It was resolved that Mr R. Dakin, Mr K. Kearney, Mr G. Sibley, Mr M. Webb MBE, Mr M Orgill and Assistant Clerk form Coven Football Management Team Working Party to consider Mr Hadley's request. It was further resolved to arrange a meeting 17 May at 10am.

359. **CORRESPONDENCE CIRCULATED:**

Coven Heath Community Association Newsletter April
Brewood Civic Society Minutes of meeting held 10 April
SPCA Bulletin 20 April
Rt. Hon Gavin Williamson MP Newsletter 20 April

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

No District or County Councillors were in attendance.

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

Mrs L. Tomkins had nothing to report but thanked Members for their support and friendship in recent times and expressed thanks to Mr R. Dakin for chairing the meeting held 13 April and M. Alden Court for acting as Vice Chairman.

362. **FINANCE REPORT:**

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

1. Income (£5,110.47) and Expenditure (£9,203.81) report as at 27 April, including salary payments; additional 5.75 hours of the Assistant Clerk due to financial year end preparations previously approved by full Council, **be approved.**
2. Financial Summary Cashbook reconciliation for March, **be approved.**
3. Members considered the quotes received for a replacement notice board at Coven, copies circulated prior to the meeting.
It was resolved that the quote from Graphic Pavement Signs Ltd, at a cost of £319.00 for a Vitincom lockable post mounted notice board, be accepted.
4. Members considered the grant application of £1,500 from BPSA.
It was resolved that the grant application be approved.
5. Members considered the request from Brewood Tennis Club for them to trim conifer trees which overhang the tennis court. The Club had offered to pay for the work to be done at a cost of £100 exclu VAT from its grant of £1,500 which was approved at the meeting held 13 April. Clerk's Report referred.
It was resolved that approval be given to Brewood Tennis Club to trim back conifer trees overhanging the tennis court.
6. Lloyds Bank had advised that the Brewood Branch would close permanently on 9 October 2017. It was noted that the Post Office could carry out some banking tasks.

363. **PLANNING REPORT:**

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

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Dr R. Taylor reported a Robinia tree on Dirty Lane, Brewood that had previously been fitted with a cable bracing system had been structurally damaged during storm Doris. Measures were being taken to try and extend the life of the tree.

Mr O'Brien of Total Sports Performance had stated that he would not seek planning permission for his sign as he had replaced it on a like-for-like basis. In the absence of any evidence to prove otherwise, the planning team had conceded that there was nothing else that they could do. Clerks' Report referred.

It was agreed that the Clerk write to South Staffordshire Council advising that it was this Parish Council and residents view that they believe there was no sign previously in situ.

364. **CLERK'S REPORT:**

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

Email received from 2nd Brewood Brownies advising that they were available for tidying around Brewood on Tuesday 9th May from 5.45pm until 7.00pm.

Clerk to advise 2nd Brewood Brownies that Engleton Lane and BPSA sports ground required litter picking.

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

There being no further business, the meeting ended at 8:40pm.

Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 27 APRIL 2017**

MATTERS ARISING

173** **Hillcrest Footpath.** An application was made by the Parish Council in 2007 requesting modification to the Definitive Map and Statement, which has not been processed. According to Brewood Civic Society, this application has moved further down the list over time. It may be advantageous to write to Bridget Parsons of Staffordshire County Council's Legal Department advising her of the background and requesting that consideration be given to getting the application moved to the top of the list.

69. **West Midlands Interchange.** The information from Penkridge Parish Council was not received in time to be included on the agenda. However, the Clerk at Penkridge has now confirmed that the Parish Council has taken exactly the same stance as this council i.e. will be waiting until the consultation stage before deciding on how they will proceed. The Council was approached by the Stop the Gailey Freight Hub group for funding but resolved not to support the request. It has agreed in principle to join the group but for the purpose of sharing information only. It has produced an article for the website giving impartial information with links to various websites and have quoted from South Staffordshire Council. Copy tabled. Cllr Victor Kelly is standing as an independent County Councillor in the forthcoming election and has stated in his campaign material that he is against the development; this is his personal view and not the view of Penkridge Parish Council.

357. **A Boards from Shops in Brewood.** Cllr Mrs D. M. Holmes has spoken to Mr J. Littleton enforcement officer at South Staffordshire Council. He has reported that Lucy McDonald agrees that the A boards cannot be placed away from individual shops i.e. in Market Place but can be placed directly outside shops, provided that they do not cause an obstruction.

MATTERS ONGOING

323. **Brewood Defibrillator.** Co-op assessing whether or not to take over responsibility. Mr M. Fagan will visit on 6 May. Ann Peters has been asked to provide details of the internal equipment to Mr Fagan.

FINANCE

362.5 **Trees Adjacent to Brewood Tennis Court.** Further information received from the tennis club advising that the work to trim the sides of the trees would be from a ladder unless the Parish Council requires the trees to be reduced in height which would require a scissor lift and would increase the cost.

As they are on Parish Council property and on the tree survey, the Council may wish to consider having the trees reduced in height (after consulting with the tennis club) and carry out the trimming at the same time. This would be from the Council's budget and a further quote would be necessary.

PLANNING

Cllr Mrs D. M. Holmes has spoken to Mr J. Littleton and reported that Mrs Gray (Brewood Pilates) has agreed to seek retrospective planning permission for the sign on the gable end of shops in Church Road, Brewood. However, Mr O'Brien of Active 8 has stated that he will not be seeking planning permission for his sign as he had replaced his sign on a like-for-like basis. In the absence of any evidence to prove otherwise, the planning team has conceded that there is nothing else that they can do.

OTHER MATTERS FOR THE CLERK'S REPORT

Email received from Staffordshire County Councillor advising that the pothole in Market Place, Brewood has been repaired.

Invitation received from SSCVA to one of its Community Voice Forums. Locality 2 forum will be held at the Jubilee Hall in Brewood from 10.00am until 1.00pm on Monday 15 May. Posters will be displayed on Parish Council noticeboards, and Facebook page.

Email from 2nd Brewood Brownies advising that they are available for tidying around Brewood on Tuesday 9th May from 5.45pm until 7.00pm. Members are asked to advise the Clerk of any suitable tasks

BREWOOD & COVEN PARISH COUNCIL**PLANNING APPLICATIONS CONSIDERED AT THE MEETING**
HELD ON 27 APRIL 2017

Application No	Applicant's Name	Proposal
17/00318/FUL	Mr M. Morrall	Single storey rear extension with 2no. roof lanterns. Hollies, Stafford Road, Coven Heath. Comments: No objection