

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 29 JUNE 2017 AT 7.30PM

Parish Cllr R. Dakin informed Members that former Chairman of the Parish Council George Martin had sadly passed away. A private memorial had been held earlier in the week. Members were appreciative of the time and commitment George had given to the community. Parish Council to write to George's family to express its appreciation of his work for the community.

PRESENT:

Parish Cllr J. Bradshaw, Parish Cllr J. Carr, Parish Cllr R. Dakin, Cllr Mrs D. M. Holmes, Parish Cllr J. Jeffries, Parish Cllr M. Sambrook, Parish Cllr G. Sibley, Cllr W. Sutton, Parish Cllr R. Taylor, Parish Cllr L. Tomkins.

IN ATTENDANCE:

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

APOLOGIES:

Parish Cllr M. Alden-Court (illness), Parish Cllr D. Evans (personal), Parish Cllr K. Kearney (personal), Parish Cllr A. Pupino (personal), Parish Cllr M. Webb MBE (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.

MINUTES:

The minutes of the meeting held on 8 June 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 was not considered that the resolutions moved herein would have any adverse impact for the purposes of the Crime and Disorder Act 1998.

66. **PUBLIC PARTICIPATION:**

No members of the public wished to speak.

67. **POLICE REPORT:**

No Police Report was received. There had been a break in at the rear of Spar on 14 June, an appeal for information was put on the Parish Council Facebook page at the request of the PCSOs following their visit. It was reported that bottles of wine, money from the cash machine and the CCTV cameras had been taken. Clerk's Report referred.

29 June 2017

Staffordshire Smart Alerts reminded residents to be on their guard and review home and vehicle security following an increase in the number of burglaries where offenders had targeted properties with a view of stealing keys and vehicles at the property.

Residents were urged to be on their guard as Police received reports of bogus officials and distraction burglaries across the county.

Over 50 arrests had taken place over 24 hours for offences ranging from cocaine supply to shoplifting as part of Staffordshire Police Operation Justice.

Chief Constable Gareth Morgan took over Staffordshire Police with effect from 19 June.

MATTERS ARISING:

323* **Brewood Defibrillator.** The cost of a defibrillator was in the region of £3,000. No budget had been set aside in the Precept this financial year. If a defibrillator was installed, Brewood Co-op would more than likely take over the future maintenance of it. Clerk's Report referred.

It was resolved that Parish Cllr R. Dakin, Cllr Mrs D. M. Holmes, Cllr Mrs W. Sutton and Cllr M. Sutton would attend the meeting 10:30am on 7 July at the Parish Council offices.

58. **Land at Coven Heath Allotments.** Dallow and Dallow had advised that trustees were not interested in selling any part of Coven Heath allotments. Parish Cllr L. Tomkins reported that the bee hives had been put in at Coven Heath allotments.

It was resolved that the Clerk inform Mr Follow's that Dallow and Dallow would not sell any part of Coven Heath allotments.

MATTERS ONGOING

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

173*** **Footpath – Hillcrest, Brewood.** The Parish Council had been approached by Mr David Rice from Gloucestershire offering to assist in getting the footpath adopted free of charge.

It was resolved that the Clerk seek advice from Open Spaces Society.

178*** **Unregistered Parish Council Land.** A valuation had been requested from the Valuation Office Agency in order to progress the matter as the solicitor was unable to establish the charges from Land Registry without it. Details had been forwarded the VOA. Clerk's Report referred.

Matter of report.

257* **South Staffordshire Council Lottery.** Clodagh Peterson, Policy and Partnerships had presented to the Parish Council earlier in the evening. South Staffordshire Council had requested that the Parish Council advertise the link on its website.

It was resolved that information be put on the Parish Council website.

321* **Damaged Wall Market Place.** Meeting held on 21 June with the Clerk, Mr S. Griffiths Staffordshire County Council Highways, Graham Bailey Brewood Civic Society and a representative from Hilton Main Construction. It was agreed that a pattern and cast of the existing railings be taken during week commencing 26 June. Repairs would be completed as soon as the railings were available. Tata Steel would be recharged by Staffordshire County Council for the damage.

Matter of report.

69* **West Midlands Interchange.** Documents for stage 2 consultation would be available from 5 July. Link to website for progress report circulated to Members prior to the meeting. It was reported that from 5 July – 13 August there would be a display of information at Brewood Community Library.

It was resolved that information be put on Parish Council website and Facebook page. It was further resolved that a meeting be held 24 July at 7pm for Members to discuss what action to take.

29. **Charges at Staffordshire County Council's Recycling Centres.** Reply received from Gill Heath, Cabinet Member for Communities. Copies circulated prior to the meeting.

It was resolved that the Clerk write to Mrs Heath requesting comparative figures.

CORRESPONDENCE RECEIVED:

68. Letter received from Nick Harvey of Seafarers UK requesting that the Parish Council becomes involved in flying the flag for Merchant Navy Day on 3 September. The Council would be expected to fly the Red Ensign flag on its building. Participating councils would be added to the roll of honour on the website.

It was resolved that the matter be placed of the agenda for the next meeting of the Parish Council to discuss alternative ways to participate in the commemoration.

69. Email received from Mr B. Swift of Brewood Tennis Club advising that the club was considering adding new trees to the perimeter of the playing field and the removal of the existing conifers (which were on the Parish Council's side of the fence).

It was resolved that Members from Brewood Tennis Club be invited to attend a Parish Council meeting so Members could obtain further information.

70. Email received from Mr G. Kelly commenting on the content of the Parish Council's Annual Report. Copies circulated prior to the meeting.

It was resolved that the Parish Council comment once the flooding survey report was available. It was further resolved the Clerk write to Mr Kelly to inform him that the Parish Council was obliged to follow professional advice.

71. Email received from Ryan Leigh of Ricochet, makers of the BBC 2 series The Repair Shop. The company was looking for objects in need of repair. Copies circulated prior to the meeting.

It was resolved that information be placed on Parish Council noticeboards, website and Facebook page.

72. It was brought to the Parish Council's attention that a resident had installed a gate into the playing field in Engleton Lane, Brewood. The Clerk wrote to the resident who had agreed to reinstate the fence as soon as the contractor was available in 2-3 weeks.

Matter of report.

73. Parish Cllr Richard Taylor had become a trustee of Brewood Tennis Club.

Matter of report.

74. Clerk's report referred. Letter received from Parish Cllr David Evans advising that:

- Children were using the perimeter fence as a toilet and recommending that the Parish Council did something about sanitary arrangements for families who visit the park. Members agreed it would not be cost effective to install toilets at Brewood playing field.

It was resolved to take no action be taken with regard to this matter.

- Bowling Club members had commented on footballs landing on the green. They were concerned that someone would get hurt scaling the fence when there were no members present to return the ball.

It was resolved that the Clerk write to Parish Cllr D. Evans advising that the Parish Council would wait for Brewood Bowling Club to approach them with a solution to prevent footballs landing on the green.

75. Letter received from St Dominic's School inviting the Chairman to the Pre-Preparatory Senior prize giving day on 12 July at 2.00pm and 5.30pm. Parish Cllr R. Dakin confirmed he would attend the 5:30pm event.
Matter of report.

76. M. Alden-Court had requested that Coven Traffic Management be placed on the agenda in order to arrange a meeting.

It was resolved that the Clerk request that the local PCSOs monitor the parking along Darelyn Park, Brewood Road and ask them to remind residents to park responsibly.

77. Report received from the Assistant Clerk following a meeting with Mr G. Kerr at Coven allotments. Copies circulated prior to the meeting.

It was resolved that Allotment Working Party members meet with tenants on site 6 July at 2pm to discuss any issues or concerns. It was further resolved to alter Garden Rule 1F to read 'sheds must not be greater than 8'x 6'.

78. Email received from Staffordshire PCC advising that volunteers were required for South Staffordshire to play an active role in keeping their community safe. Scrutiny of the Police, inspection of custody and leading cadet units were some of the roles volunteers were asked to undertake.

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

79. Email received from Coven Christmas Lights Committee requesting permission from the Parish Council to register and use the power supply attached to the bus shelter at Chambley Green, Coven.

It was resolved that Coven Christmas Lights Committee be allowed to register and use the junction box attached to Chambley Green bus shelter.

80. CORRESPONDENCE CIRCULATED:

Wolverhampton West magazine June 2017 edition.

SPCA Bulletin 15 and 22 June.

Staffordshire Cyber Security and Cyber Crime survey Oct 2016.

81. DISTRICT/COUNTY COUNCIL'S REPORT:

Cllr M. Sutton reported that Tinkers Lane, Brewood would be closed from 3 July 2017 for up to three weeks due to drainage and carriageway works.

Significant works at School Lane, Coven was due to start 4 July 2017 for approximately 11 weeks. Highways would be replacing damaged kerbs and resurfacing the footways between Brewood Road and A449 Stafford Road.

Cllr Mrs D. M. Holmes reported that Total Sports Performance would have to apply for planning permission for a sign that had been erected on the external wall on Church Road, Brewood.

A few minor adjustments had been made to the SAD document. Final submission was on target for August 2017.

82. CHAIRMAN'S OR OTHER COUNCILLORS' REPORTS:

29 June 2017

On behalf of Parish Cllr K. Kearney, Parish Cllr R. Dakin reported that there had been a Community Speed Watch meeting held 12 June at Police Headquarters, Stafford. Third offences were down 5% since 2015, down 2% since 2016 and down 1% so far in 2017.

Parish Cllr R. Dakin reported that he and Parish Cllr K. Kearney attended the Community Speed Watch meeting 12 June. Tuesday 13 June he attended BPSA meeting and 14 June met with Community Speed Watch Team along A449 (north and south) and registered 60 offenders. Monday 19 June he went to Armed Forces Day at South Staffordshire Council offices and Tuesday 20 June attended Chairmanship Skills course and met with the Community Speed Watch Team at Coven Road and Dean Street, Brewood and registered 31 offenders and on the evening Mr Dakin had a meeting with Coven Playing Fields Committee. On 25 June he attended South Staffordshire Council's Chairman's Civic Sunday Service and Tuesday 27 June met with Community Speed Watch Team at Lawn Lane and Poplars Farm Way in Coven. 11 offenders were registered.

83. FINANCE REPORT:

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

1. Income and expenditure report as at 29 June including salary payments, **be approved**; Income £76,758.08, net expenditure £25,972.08.
2. Cashbook Summary arising from the Bank Reconciliation for April, **be approved**.
3. Members considered the purchase of a pay-as-you-go mobile telephone for use at weekends should an emergency occur. The initial purchase would be below £30.
It was resolved that the Parish Council would not purchase a mobile phone.
4. Letter received from Cynthia Heath, Treasurer of Brewood Village Community Council (Jubilee Hall) requesting payment of the grant of £2,880 as included in the precept.
It was resolved that the grant payment of £2,880 be approved.
5. Letter received from Lloyds Bank advising that the Financial Services Compensation Scheme level was increased to £85,000 in January 2017.
6. The portable goal posts at Bishop's Wood had been removed following health and safety concerns. Members were asked to consider the size of goal posts required, price range circulated prior to the meeting.
It was resolved that plastic 5 a-side goals be purchased as a temporary measure until the flooding issue had been resolved.

Bishop's Wood Village Hall. Mr Oakley had advised that the VHMC have received three quote for internal decorating at Bishop's Wood Village Hall and their preferred contractor is Kirkland Decorators Ltd. Clerk's Report referred.

It was resolved that the Parish Council would place the order for internal decorating on behalf of Bishop's Wood Village Hall Management Committee, in order to recover the VAT as permitted under s33 of the VAT Act 1994.

84. PLANNING REPORT:

The Council received the Planning Report from Head of Planning, Parish Cllr Dr R. Taylor and considered the planning applications received. Cllr Mrs W. Sutton did not speak or vote on any planning applications.

Planning application SS.17/07/620 W Variation of conditions 9 and 10 of planning permission SS 17/07/620 W to increase the permitted annual tonnage and the number of movements permitted during 1900 – 0700 hours at Four Ashes Materials Recovery Facility, Station Road, Four Ashes.

Planning application 17/00214/FUL, 1 Whiteoaks Drive, Bishop's Wood had been refused.

85. **CLERK'S REPORT:**

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

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

It was agreed that permission was not needed for Beavers, Cubs and Scouts to tend a dell at the Bront.

There being no further business, the meeting ended at 9.25pm

Chairman

REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL TO BE HELD 29 JUNE 2017

POLICE REPORT

Residents of Sunset Close reported youths causing a disturbance at Coven playing field on Sunday morning (25 June) between 3am – 4:30am. No damage was caused. Assistant Clerk reported the matter to 101 and local PCSOs.

Sandy Lane W.C, Brewood was vandalised on Sunday 25 June sometime between 9am – 8:30pm. The bin and paper towel dispenser has been kicked off the wall and rubbish put down the toilet and over the floor. Assistant Clerk reported the matter to 101 and local PCSO's.

Caretaker reported that youths were causing a disturbance at Brewood Tennis Club on Tuesday 27 June around 7pm while a match was taking place. Assistant Clerk reported the matter to 101.

Gaz Lloyd, PCSO visited the Parish Council offices on Tuesday 27 June and urged members of the public to report any non-emergency disturbances or crime to 101.

MATTERS ARISING

323*. **Brewood Defibrillator.** Mrs Franklyn-Jones has advised that she will not be able to attend this meeting for personal reasons. A meeting has been arranged 10:30am, 7 July at the Parish Council offices. Suggestions for alternative location sites in the community are required due to the 200m rule laid out by West Midlands Ambulance, the village currently is not adequately covered. Representatives from Community Heart Beat and Midcounties will be in attendance. Interested Members to advise the Clerk.

MATTERS ONGOING

178*** **Unregistered Parish Council Land.** Email received from Mr T Williams, Senior Surveyor at Property Services VOA advising that he estimates his total fee will not exceed £900.

303* **Outdoor Gym Signage.** The sign has been erected at the adult exercise equipment site at Jubilee Park.

CORRESPONDENCE RECEIVED

74. **Jubilee Park.** The Clerk met with Mr Barker from Entrust to inspect equipment base posts as it had been reported that they had been damaged by a trimmer. It was agreed that areas around the posts would be sprayed to avoid superficial damage.

FINANCE

Bishop's Wood Village Hall. Mr Oakley has advised that the VHMC have received three quote for internal decorating at Bishop's Wood Village Hall and their preferred contractor is Kirkland Decorators Ltd. Mr Oakley has asked if the Parish Council will place the order on their behalf and use money from the precepted grant towards the total cost.

Members' views.

OTHER MATTERS FOR THE CLERK'S REPORT

A reminder to Members that Coven Playing Field Grand Opening is to take place on Saturday 15 July, 12pm – 2:00pm.

29 June 2017

BREWOD & COVEN PARISH COUNCIL

PLANNING APPLICATIONS CONSIDERED AT THE MEETING
HELD ON 29 JUNE 2017

| Application No | Applicant's Name | Proposal | Comments |
|-----------------------|-------------------------|--|-----------------|
| 17/00341/FUL | Mr D. Roseblade | Demolition of existing workshop, proposed new dwelling and external works (amended plans). Lilac Cottage, School Lane, Coven. | No objection. |
| 17/00573/FUL | Mr A. Stoneley | Side and rear ground floor extension adding kitchen, utility and WC. 20 Horsebrook Lane, Brewood. | No comment. |
| 17/00575/FUL | Mr J. Barrett | First floor extension and kitchen. To match existing. 13 Southgate, Brewood. | No objection. |