

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 13 JULY 2017 AT 7.30PM

PRESENT:

Parish Cllr J. Bradshaw, Parish Cllr J. Carr, Parish Cllr R. Dakin, Parish Cllr J. Jeffries, Parish Cllr K. Kearney, Parish Cllr A. Pupino, Cllr Mrs W. Sutton, Parish Cllr L. Tomkins, Parish Cllr M. Webb MBE

APOLOGIES:

Parish Cllr M. Alden-Court (personal), Parish Cllr D. Evans (personal), Cllr Mrs D. M. Holmes (personal), Parish Cllr M. Sambrook (personal), Parish Cllr G. Sibley (meeting – non Parish Council business), Parish Cllr R. Taylor (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 29 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.

86. **PUBLIC PARTICIPATION:**

Mr D. Haycox, Treasurer of Brewood Tennis Club explained the club's plans to resurface the tennis court, which would cost in the region of £20,000. The club was working hard to try to increase membership and raise funds. At the club's next AGM a decision would need to be taken whether or not to request permission from the Parish Council to remove the large conifer trees from around the tennis court perimeter fence as roots and debris from the trees was causing damage to the court. Brewood Tennis Club's licence was due to be renewed and hoped it would be for 25+ years. Parish Cllr Mrs J. Jeffries confirmed Roseclaim grant may be available if the Tennis Club had members from Bishop's Wood.

87. **POLICE REPORT:**

No Police Report was received. Local PCSO Gaz Lloyd had visited the Parish Council office 6 July. He agreed to monitor the parking near the entrance to Darelyn Park, Coven and issue advisory notices as required. He advised that he would attend the meeting to be held 27 July 2017, subject to work commitments.

Sixteen new PCSOs had been recruited by Staffordshire Police.

13 July 2017

MATTERS ARISING:

323* **Brewood Defibrillator.** Meeting held 7 July. The group agreed that Mid Counties Co-op in conjunction with Community Heartbeat would have a new defibrillator installed at the Co-op in Brewood to meet current standards. They would also take responsibility for future maintenance and training and the removal of the unit outside the bakery. The Co-op had raised over 50% of the funds and would continue to fund raise. Cllr M. Sutton to liaise with Mr Fagan regarding a survey for the provision of units for other locations in Brewood. Clerk's Report referred. Cllrs Mrs W. Sutton was waiting for confirmation that the defibrillator was exempt from planning regulations in the Conservation Area.

Matter of report.

64.6 **Out and About Children's Activities (SUSSED).** Activities had been arranged for all three village halls during August free of charge for children aged 5-12 who live in the Parish. Schools to be notified.

Matter of report.

69* **West Midlands Interchange.** Dates released for consultation at a variety of venues during July. A meeting had been arranged for Monday 24 July at 7pm to decide on the Parish Council's position regarding the proposed development.

Matter of report.

68. **Merchant Navy Day.** Members considered alternative ways to participate in commemorating the day. It was agreed to raise the profile for next year.

It was resolved that the Parish Council would publicise the event throughout the Parish and purchase an Ensign flag which would be raised above the Parish Council office 1 – 4 September 2017. See Finance.

77. **Coven Allotments.** Meeting held 6 July with some allotment holders from Coven. A number of concerns were raised. A full report would be available for the meeting to be held on 27 July.

Matter of report.

MATTERS ONGOING

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

289* **Internet Banking.** Report to be considered by Finance Committee.

It was resolved that a meeting of the Finance Committee be arranged in due course.

343*. **Brewood and District Voluntary Car Scheme.** Meeting held 13 June. Awaiting further information from SSCVA. Clerk's Report referred.

Matter of report.

153*** **Canal Bridge 14 Wharf Lane.** Email received from the Canal and River Trust advising that Bridge 14 would not be painted within the next three years. Regular inspections would continue to be carried out. Clerk's Report referred. It was requested that the Clerk write to Lapley, Stretton and Wheaton Aston Parish Council Clerk for an update with regard to the re-painting of Thomas Telford bridge, A5.

Matter of report.

30. **Benches/Memorials.** Parish Cllr Mrs J. Bradshaw advised that the working party would draft a policy and application form and location map for consideration by the Parish Council.

Matter of report.

CORRESPONDENCE RECEIVED:

88. Email from Staffordshire PCC requesting volunteers from the local community to join the independent panel to influence policing in the community. Anyone interested could register at www.staffordshire-pcc.gov.uk/safer-neighbourhood-panels/ or contact Helen Marshall at South Staffordshire Council.

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

89. Invitation received from the Community Council of Staffordshire to the announcement of the results of the BKV competition to be held at Eccleshall Community Centre, Shaws Lane, Eccleshall on Monday 7 August at 7pm.

Matter of report.

90. Email received from Michele Ross of Wolverhampton City Council's Regional Strategy team regarding the Black Country Core Strategy issues and options documents. Consultation began on 3 July and would run until 8 September. Comments could be made at <http://blackcountrycorestrategy.dudley.gov.uk/>

Matter of report.

91. Email received from Mr P. Tomkins of Coven Heath Community Association inviting the Chairman and his wife to a garden party to be held on 20 August. Parish Cllr R. Dakin had confirmed his attendance.

Matter of report.

92. Email received from Parish Cllr M. Alden-Court regarding an obsolete BT box outside the shops in Brewood Road Coven. Clerk's Report referred.

Matter of report.

93. Letter received from Cllr Mrs Joyce Bolton regarding the A boards in Market Place, Brewood. Copies circulated prior to the meeting. Clerk's Report referred. Confirmation received from Catherine Gutteridge, Planning Enforcement Officer for South Staffordshire Council regarding the procedure for use of A boards within the Parish.

It was resolved that a copy of the e-mail be forwarded to Maiden's butchers, Lazy Days tea rooms and the Three Stirrups public house.

94. Email received from Matthew Ellis Staffordshire PCC advising of the Staffordshire Space scheme which provided activities for young people aged 11-17.

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

95. **CORRESPONDENCE CIRCULATED:**

Coven Heath Community Association Newsletter 29 June

Brewood Civic Society minutes 26 June

Staffordshire Wildlife magazine summer edition

SPCA Bulletin 6 July

Village News July

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

Cllr Mrs W. Sutton had nothing to report.

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

Parish Cllr R. Dakin reported that 2 July he attended Penkridge Civic Sunday and a Coven Playing Field Committee meeting 5 July. On 6 July along with Members from the Allotments Working Party, he visited Coven allotments and 7 July he attended the Brewood Defibrillator meeting which had a very positive outcome. On 10 13 July 2017

July he met with Coven Playing Field Committee, on 11 July BPSA meeting, on 12 July he attended the West Midlands Interchange consultation at Jubilee Hall, Brewood and on the same evening he attended St Dominic's Pre-Preparatory Senior prize giving event.

Parish Cllr R. Dakin reported that a new study conducted by Co-op Insurance suggested that 90% of floodplains in England had changed so much that they no longer worked properly. Over 5 million people in the UK were at risk of flooding, 6,000 homes were affected by flooding caused by Storm Desmond in 2015.

Parish Cllr Mrs L. Tomkins reported that along with the Clerk and Assistant Clerk she had attended an allotments management course on 11 July and noted that the Parish Council's minimal obligation was to provide only land for allotment gardening for its residents. Current Garden Rules for Coven and Coven Heath allotments would be reviewed in line with the recommendations made.

Parish Cllr Mrs J. Jeffries reported that the Flood Action Group, Bishop's Wood was awaiting results from Staffordshire County Council flood survey. A further Flood Action Group meeting was due to be held in October 2017.

98. **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 13 July, **be approved**; Income £4,725.03 and net expenditure £1,910.70.
2. Cashbook Summary arising from the Bank Reconciliation for May, **be approved**. Copies circulated prior to the meeting.
3. Members considered the request from Mr I Carless of 2nd Brewood Scouts for a grant towards providing disabled access at the Scout Hut. Copies circulated prior to the meeting. **It was resolved that Cllr Mrs W. Sutton obtain further information and report back to the Parish Council before taking a decision.**
4. A copy of the licence had been received from Brewood Tennis Club. It appeared that the club should have been paying £10 per annum to the Parish Council. Having checked the electronic records back to 2009 this had not been collected. **It was resolved that Brewood Tennis Club pay nominal rent of £10 for tennis courts at Engleton Lane, Brewood backdated to 2009/10 to the present financial year (£80) and £10 thereafter.**
5. Members considered alternative ways to participate in commemorating Merchant Navy Day. **It was resolved that an Ensign Flag be purchase at a cost of £28.00.**

99. **PLANNING REPORT:**

The Council received the Planning Report from Parish Cllr Mrs L. Tomkins and considered the planning applications received. Cllr Mrs W. Sutton did not speak or vote on any planning applications.

Tree Preservation Order 190/2000 T1 oak. Reduce away from conifers by 2 meters, reduce away from Orchard Close by 2 meters remove two lowest branches hanging over rear fence. Crown thin by 20% up to 50mm planning application 17/00587/TREE_T.

Email received from Mr S. Does, Senior Arboriculture Officer confirming that it was acceptable to reduce or remove the outgrown hedge consisting mainly of conifers and laurels at the rear part of the property at 22 Bargate Street, Brewood.

100. **PLAYING FIELDS REPORTS:**

- Bishop's Wood playing field. No report was received from Parish Cllr Mrs M. Sambrook. The Clerk reported that new 5-a-side goalposts had been delivered and would be installed as soon as possible.
- Brewood playing field and skateboard park. Written report received from Parish Cllr Mr D. Evans.
- Coven playing field and skateboard park. Parish Cllr Mr R. Dakin reported that the park would remain closed until the grand-opening on 15 July. All the equipment was looking excellent.
- The Bront. Written report received from Parish Cllr Mr G. Sibley.

101. **CLERK'S REPORT:**

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

Request from Coven Heath Community Association to keep a green bin on Coven Heath allotments.

It was agreed that permission be given to Coven Heath Community Association to keep a green waste bin at Coven Heath allotments, near to the main entrance gate.

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

Parish Cllr Mrs J. Carr requested that Members attending the Civic Service on Sunday 16 July 2017 park their vehicle at Coven Memorial Hall and walk to St Paul's Church to reduce parking in Church Road, Coven.

There being no further business, the meeting ended at 8.55pm

Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 13 JULY 2017**

323*. **Brewood Defibrillator.** Parish Cllr R. Taylor has advised that Brewood Medical Practice has agreed to pay any short fall in the funding for the new defibrillator for Brewood.

MATTERS ONGOING

343* **Brewood and District Voluntary Car Scheme.** Mrs R. Burton from SSCVA will be on holiday until 21 July so there is nothing further to report on this matter.

153*** **Canal Bridge 14 Wharf Lane.** Email received from the Canal and River Trust advising that their budget/priorities have changed. Bridge 14 will not be painted within the next three years. Regular inspections will continue to be carried out.

30. **Parish Bench Provision.** Minutes of the bench inspection of 28 June tabled. Further action by working party members required.

CORRESPONDENCE RECEIVED

92. **BT Box Coven.** Email received from Mr N. Aldridge advising that the box has been made safe and work to remove it completely will be undertaken by Openreach by 19 July.

93. **A Boards, Market Place, Brewood.** Cllr Mrs D.M. Holmes has suggested that it might be an idea to have a fingerpost advertising the three affected businesses placed in the amenity area the top of Stafford Street, or make better use of the Tourism noticeboard at that site. Alternatively, all the shop keepers may wish to meet to discuss an alternative solution. For example place A boards outside their shops in Market Place advertising the other businesses in Stafford Street.

Members' views.

OTHER MATTERS FOR THE CLERK'S REPORT

Letter from Staffordshire County Council regarding Staffordshire Subsidised Bus Review Consultation. Copy tabled. Consultation starts on 24 July. The matter will be placed on the agenda for the next meeting of the Council.

Invitation received from Brewood Bowling Club to the official opening on 29 July at 11.00am. The green will be open until 3.00pm. Attendees can bring their own bowls and there will also be coaching sessions, anyone wishing to participate must wear flat shoes. The Club has asked if everyone can RSVP advising whether they plan to attend the official opening, would like to bowl and whether they would like to join a taster session.

Request from Coven Heath Community Association to keep a green bin on Coven Heath allotments near the gate to take the green waste collected by the village team. If it is left on the pavement it will be filled with general waste.

Parish Cllr Jan Carr was nominated for and given a Volunteer Award by the SSCVA for outstanding work on behalf of Coven village community. The Award was presented at the SSCVA Celebration Event, held at Codsall Village Hall on Sat 17th June.

BREWOD & COVEN PARISH COUNCIL

PLANNING APPLICATIONS CONSIDERED AT THE MEETING
HELD ON 13 JULY 2017

Application No	Applicant's Name	Proposal	Comments
17/00592/FUL	Mr S May	Front door to have glazed panels to allow extra light into hallway. Rear of property to have additional windows added. One in lounge, one in dining room, one in downstairs bathroom. First floor bathroom to have window installed and a roof light window. The Byre, Lawn Farm Barns, Lawn Lane, Coven.	No objection.
17/00606/FUL	Mr D. Bibb	Single storey garden room to rear. 4 Woodlands Drive, Coven.	No objection.
17/00531/COM	Mr J. Cook Veolia Enviromental Services UK	Proposed variation to increase the permitted annual tonnage and the number of movements permitted during 1900-0700 hours. Four Ashes Materials Recovery Facility, Station Road, Four Ashes.	No comment.