

**BREWOD AND COVEN PARISH COUNCIL**  
**WITH BISHOP'S WOOD AND COVEN HEATH**

**AGENDA FOR THE MEETING OF THE COUNCIL**  
**TO BE HELD IN THE COUNCIL OFFICES, STAFFORD STREET, BREWOOD**  
**ON THURSDAY 28 SEPTEMBER 2017 AT 7.30PM**

**APOLOGIES:**

To receive apologies and to approve reasons for absence. Parish Cllr D. Evans has said that he gave his verbal apologies for the 7 Sept meeting in August. The Clerk cannot recall whether or not this was the case, therefore Members are requested to accept Cllr Evans' apologies for the meeting of 7 September, the reason given as personal (holiday).

**DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND REQUESTS FOR DISPENSATION:**

To receive any declarations of interest from Members and any requests for dispensation, submitted in writing to the Clerk prior to the meeting, as required under the Code of Conduct and determined by the Localism Act 2011.

**MINUTES:**

To approve for accuracy, the Minutes of the meeting of the Council held on 7 September 2017.

**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.

145. **PUBLIC PARTICIPATION:**

The Chairman will move that the meeting be adjourned for a period of no more than fifteen minutes to allow any elector of the parish or his/her representative to raise or question any issue appertaining to proper Parish Council business.

146. **POLICE REPORT:**

To receive the report of the PCSO and the Smart Alert and Police bulletins, subject to availability.

Inspector Richard Meaden visited the Parish Council offices on 21 September together with PCSO Adam McAree. Insp. Meadon advised that he intends to attend a future meeting of the Parish Council but cannot commit to a specific date, due to workload.

**MATTERS ARISING:**

256.19\*\* **Port Lane/Tinkers Lane Junction.** Letter received from Mrs L. Jones of Coven Road, Brewood regarding the ongoing problem of road traffic accidents at the junction. Copy enclosed.

**Members' views.**

89. **Best Kept Village Competition.** Judges' comments for Bishop's Wood have been received and forwarded to Mr A. Sloane. Invitations to the Brewood presentation event to be held on 29 September at 5.00pm in Market Place, Brewood have been sent.

**Matter of report.**

98.3 **2<sup>nd</sup> Brewood Scout Hut.** Letter received from Mr I. Carless in response to the Parish Council's request for information, copy enclosed.

**Members' views.**

117. **Site Allocation, Brewood.** During the presentation from Mr N. Cox of Pegasus Group it emerged that the allocation of properties was a minimum of 53 houses for the site in Engleton Lane. Cllr R. Taylor requested that this matter be placed on the agenda.

**Members' views.**

### **MATTERS ONGOING**

To receive the Matters Ongoing report, copy enclosed. The Chair will invite Members to raise any matters ongoing as they deem necessary.

263\*\*\* **Middle Lane, Coven Heath.** Industrial fly tipping on land at Middle Lane, Coven Heath. Mrs L. Tomkins will speak to this item.

273\*\*\* **Memorial to Previous Clerk.** Copy of original letter from Mr A. Sloane together with the Parish Council's response enclosed. M. Alden-Court will speak to this item.

289\* **Internet Banking.** Members of the Finance Committee are requested to agree a date to meet.  
**Members' views.**

### **CORRESPONDENCE RECEIVED:**

147. Invitation from Community Council of Staffordshire to its AGM to be held on 3 October at Walton Village Hall. Light refreshments will be served from 7pm and the formal business will commence at 7.30pm.

**Members intending on going to advise the Clerk.**

148. Letter from Mandy Cullen of the Heating Oil Club, [www.Oil-club.co.uk](http://www.Oil-club.co.uk) advising that a number of Brewood residents in the Parish have joined the scheme but it would be more economical if more residents joined as bulk buying would be cheaper and there would be only one tanker visiting the village. Membership is free and independent. Ms Cullen has requested that the club is advertised as widely as possible. Flyers will be tabled at the meeting.

**Members' views.**

149. Email from Hilary Hampton of Veolia advising of the availability of its EnviroGrant Scheme. Eligible groups can apply for funding of up to £1,000 if their project contributes to the protection or improvement of the local environment or improves the quality of life for the local community by providing or improving facilities. Closing date is 27 October.

**Recommended resolution: Details to be placed on Parish Council notice boards, Facebook and website.**

150. Email received from Tania Tams (via Parish Cllr. M. Alden-Court) regarding speeding along Lawn Lane, Coven and parking outside Croft House, Brewood Road, Coven. Copy enclosed.

**Members' views.**

151. Plan of the trees surrounding the edge of Brewood Bowling Club drawn by Sheila Moore, recorder for Staffordshire Flora, received from Helen Skidmore. The plan makes recommendation for the trimming of the northern boundary hedge, removal of ivy and some trees between the Bowling Club boundary and 45 Engleton Lane. The lease states that the northern boundary is the responsibility of the landlord (Parish Council). Copy of plan enclosed.

**Members' views.**

152. Email received from Parish Cllr G. Sibley regarding the probable source of the Himalayan balsam at The Bront which is at Watershed Brook, adjacent to Brookside mobile home park in Lawn Lane. Parish Cllr Sibley may wish to speak to this item.

**Members' views.**

153. Condition of Rainbow Alley. Parish Cllr J. Bradshaw will speak to this item.

**Members' views.**

154. Letter received from the Flog It production team advising there will be a free valuation day at RAF Cosford on 5 October from 9.30am until 4.00pm. The team requests that the event be advertised.

**Members' views.**

155. Correspondence from Parish Cllr M. Alden-Court requesting permission to lay the wreath at Coven on Remembrance Sunday this year. As an ex service person she feels it would be appropriate due it being the centenary of Passchendaele this year.

**Members' views.**

156. Email received from Mrs D. Bate advising that her daughter broke her elbow at Jubilee Park, Brewood on 15 September 2017. Mrs Bate has advised that she is not in any way complaining but thought she should let the Parish Council know in case incidents are logged to inform risk assessments etc.

**Matter of report.**

157. **CORRESPONDENCE CIRCULATED:**

Brewood Civic Society minutes 14 August.

Penkridge Advertiser

SPCA Bulletins 24 August, 31 August, 14 September, 21 September.

Chartwells autumn newsletter

Village News

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

To receive the report of the District and/or County Council.

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

To receive the report of the Chairman, Parish Cllr Richard Dakin and any feedback from Councillors on courses etc attended.

160. **FINANCE REPORT:**

To receive the Finance Report from the Head of Finance, Parish Cllr Janet Carr and resolve the following matters:

1. To approve the income and expenditure report as at 28 September, including salary payments.

2. To approve the Financial Summary - Cash Book Reconciliation for July, copy enclosed.
3. To approve the Financial Summary - Cash Book Reconciliation for August, copy enclosed.
4. To receive the Annual Return from the external auditors, there were no matters reported. Other matters raised not affecting the auditor's opinion, referred to the dates for the exercise of public rights which were 31 days and should have been 30 days. Copy of Annual Return card, external auditor's certificate and internal auditor's explanation enclosed. The Notice of Conclusion of Audit has been posted on all Parish Council noticeboards and on the website.
5. To approve the increase in the annual rent (1 Oct 2017 to 30 Sept 2018) for the Poor's Land at Coven Heath. It was recommended at the Precept meeting held on 4 January 2017 that the rent for the Poor's Land be increased by 0.9% from £274.72 to £277.19.

**Members' views.**

6. To approve the expenditure of £200 excl VAT for winter flowers.
7. To consider the purchase of an additional Community Speed Watch pack iro £200.00 from the donations account.

**Members' views.**

8. To approve expenditure of £76 plus delivery for replacement acrylic lettering for the recently refurbished footpath and bridle path signs in Brewood; 76 letters at £1.00 each.

Letter received from Mr R. Beddows thanking the Parish Council for its donation of £150 for Poppy Wreaths.

161. **PLANNING REPORT:**

To receive the Planning Report and consider the planning applications received.

162. **CLERK'S REPORT:**

To receive the written report of the Clerk.

**ANY OTHER MATTERS OF REPORT:**

To receive any other matters of report for inclusion on the agenda for the next meeting if deemed appropriate.

**PLANNING APPLICATIONS TO BE CONSIDERED AT THE MEETING**

**TO BE HELD ON 28 SEPTEMBER 2017**

<b>Application No</b>	<b>Applicant's Name</b>	<b>Proposal</b>
17/00707/FUL	Mr R. Jones	Second storey rear extension. 51 Brook Close, Coven
17/00716/FUL	Mr P. Brar	Replacement dwelling. Sunnydale, Dark Lane, Cross Green.
17/00810/FUL	Mitchells & Butlers Retail	Erection of screen fence on roof to hide existing ventilation plant. Fox and Anchor, Brewood Road, Cross Green.
17/00834/FUL	Mr P Dunne	The use of land for the stationing of caravans for residential purposes for additional 3no. gypsy pitches and 3no. transit pitches, together with the formation of hardstanding and utility/dayrooms ancillary to that use and conversion of the existing stable ref: 13/00838/FUL to the toilet block for the use of the transit pitches. Land Adjacent Brinsford Bridge, Stafford Road Coven Heath
17/00848/FUL	Mr & Mrs Bache	Single storey extension to rear. 7 St Chads Close, Brewood.