

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

MINUTES OF THE MEETING OF THE COUNCIL
HELD IN THE COUNCIL CHAMBER, STAFFORD STREET, BREWOOD
ON THURSDAY 26 OCTOBER 2017 AT 7.30PM

PRESENT:

Parish Cllrs J. Bradshaw, J. Carr, R. Dakin, D. Evans, J. Jeffries, K. Kearney, A. Pupino, M. Sambrook, W. Sutton, R. Taylor, L. Tomkins, M. Webb MBE.

IN ATTENDANCE:

County Cllr M. Sutton.

APOLOGIES:

Parish Cllrs M. Alden-Court (personal), G. Sibley (personal), D.M. Holmes (personal).

DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND REQUESTS FOR DISPENSATION:

There were no declarations of interest or requests for dispensation as required under the Code of Conduct and determined by the Localism Act 2011.

MINUTES:

The Minutes of the meeting of the Council held on 12 October 2017 and the Minutes of the Finance Committee meeting held on 12 October 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.

178. **PUBLIC PARTICIPATION:**

The Chairman moved 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. There were no members of the public in attendance at the meeting.

179. **POLICE REPORT:**

There was no report received from the PCSO. The Chairman circulated the Smart Alert bulletins. Clerk's Report referred. Parish Cllr J. Jeffries reported that the Police Accountability meeting held on 18 October was extremely informative. Parish Cllr W. Sutton advised that County Council owned farms would be contacted and warned about speeding and use of mobile phones while driving.

MATTERS ARISING:

174.3. **Coven Playing Field Rejuvenation.** Meeting to decide on the siting of the equipment. Mr Carter had stated that he was available to suit the Council. Clerk's Report referred.

It was resolved that a meeting would take place at Coven playing field on Monday 30 October at 2.00pm. Parish Cllrs J. Bradshaw, J. Carr, R. Dakin, J. Jeffries (subject to availability) and L. Tomkins would attend.

166. **Landscaping at Jubilee Park, Brewood.** Parish Cllr D. Evans outlined suggestions for landscaping around the play park. Clerk's Report referred.

It was resolved that the Clerk contact Rodbaston Agricultural College to establish if any students would be willing to undertake the work as a project.

167. **Coven Heath Allotments – Procedure.** Clerk's Report referred.

It was resolved that a meeting of the Working Party be arranged for Wednesday 1 Nov at 2.00pm in the Council Chamber.

MATTERS ONGOING

173*** **Footpath – Hillcrest, Brewood.** Open Spaces Society had advised that the Parish Council write to the Secretary of State to direct the County Council to determine the application and invite the County Councillor to support the application. It was also recommended that the Parish Council requested a covenant be inserted into the contract of sale to retain the footpath. County Cllr M. Sutton was unable to support the request due to the cost involved but if the footpath was adopted by the Parish Council, he would consider match funding the cost of repairs from his community budget.

It was resolved that:

- **The Parish Council would not write to the Secretary of State at this stage.**
- **The Clerk to write to Staffordshire County Council requesting that the end of the footpath down to Deansfield Road be kept open in perpetuity by means of a covenant.**
- **The letter to include that the Parish Council was willing to take over future maintenance of the footpath.**
- **A copy of the letter be forwarded to County Cllr M. Sutton.**

273* **Memorial Previous Clerk.** The commemorative plaques were circulated at the meeting. Mr Groom to arrange a suitable date to hold a small ceremony involving himself, his family and those who knew Sue Groom.

95* **Rural Exception Site, Bishop's Wood.** Parish Cllr J. Jeffries reported that the landowner still wished to see five affordable homes built on the site. There were no objections from Highways. Severn Trent still needed to advise on foul drainage but there were no concerns about flooding. Lesley Birch from the Housing Association would contact the Clerk to arrange a suitable time to address the Parish Council.

110*. **School Lane Pavement Repairs.** Email received from Mr T. Prendergast regarding the completion of repairs at School Lane. Copy circulated prior to the meeting.

It was resolved that Mr Prendergast correspondence be received; no action.

172*. **Tables at the Church Road Amenity Area, Brewood.** It was one year since Mr O'Brien of Total Sports Performance was given permission to place tables and chairs at the amenity area.

It was resolved that the agreement be extended by a further six months. Parish Cllr W. Sutton abstained from the vote.

312* **Parking on Grass Verge, Deansfield Road.** County Cllr M. Sutton agreed to speak to Highways and request that they write asking the occupants to comply.

30. **Benches/Memorial Review.** Matter to be placed on the agenda for the next meeting. Supporting papers to be circulated prior to the meeting.

72. **Boundary Fence, Engleton Lane.** No progress had been made. Clerk to meet with a fencing contractor for a quote to erect perimeter fencing.

117. **Site Allocation – Brewood.** Letter received from Mr A. Johnson, Chief Planning Officer, South Staffordshire Council. Copy circulated prior to the meeting.

It was resolved that the letter be received.

Also received was an email from Kelly Harris advising of a number of hearing sessions which would begin at 10am on 28 November. Only those who made representations to the Publication SAD could participate. Information was available at www.sstaffs.gov.uk/sadexamination.

Matter of report.

118. **Tennis Club Lease.** Clerk's Report referred. A provisional date of 3 November at 9.00am was agreed.

144. **Footpath 59/60.** Letter received from Nicola Swinnerton, Rural Development and Access Manager from Staffordshire County Council, copy circulated prior to the meeting. Ms Swinnerton advised that the County Council could not take legal action but suggested that it may be useful for the Parish Council to speak to the person responsible for the encroachment to find out what their point of view was and see if a settlement, which satisfied all parties' needs could be negotiated. It was noted that the agenda item did not summarise the nub of the letter.

It was resolved that the Clerk:

- **Write expressing disappointment that Staffordshire County Council could not assist.**
- **Request that the Parish Council be made aware of when the letter to the person responsible for the encroachment would be sent.**
- **Request a copy of the letter.**
- **Advise Jeremy Lefroy MP.**

CORRESPONDENCE RECEIVED:

180. Weight restriction signage at the bridge at Cross Green. County Cllr M. Sutton advised that the restriction may not be regarding the weight, but the size of the vehicle. However, he advised that he would contact Highways concerning the sustainability of the bridge.

Matter of report.

181. Poor Condition of Footpath Engleton Lane, Brewood. County Cllr M. Sutton reported that surface reconstruction work was required. However, Engleton Lane was not on the advance programme.

It was resolved that the matter be placed on the agenda for the forthcoming Traffic Management meeting.

182. Invitation from Brewood and District Royal British Legion to the Remembrance Day Parade to be held on 12 November. The Parade would assemble at 10.15am in Shop Lane and march off at 10.30am. There would be a rehearsal in church on Tues 7 November at 6.00pm for wreath layers who were not familiar with the process.

Matter of report.

183. Vandalism at Coven WC. Since the last review there had been more incidents of vandalism.

It was resolved that the toilets be closed to the public with the exception of during Easter and summer school holidays.

184. Letter received from South Staffordshire Council regarding the Street Homelessness Survey. The survey asked for details of those people sleeping rough on the night of 15 November.

It was resolved that Members advise the Clerk of any rough sleepers in the Parish that they were aware of on the evening of 15 November.

185. Letter received from Staffordshire County Council advising of the launch of a new website: Highways and Rights of Way – Your choice, copy circulated prior to the meeting. Also received, details of consultation on the rights of way network. Details about the proposals and online questionnaire available at www.staffordshire.gov.uk/rightsofwayreview. Clerk's report referred.

It was resolved that Members complete and return questionnaires. The Clerk to complete a questionnaire on behalf of the Parish Council.

186. Letter received from Staffordshire County Council regarding the availability of local levy grant funding for small scale flood alleviation projects, copy circulated prior to the meeting. The Flood action group in Bishop's Wood had been given the details.

Matter of report.

187. Email received from Karen Horton, plot 35 Coven Heath allotments requested permission to take her dog with her onto the allotment site. The Garden Rules stated: 'No dog shall be brought into or kept in the area of the allotments by the tenant or by anyone acting with his authority or approval'.

It was resolved that Ms Horton would not be allowed to take a dog onto the allotment site.

188. Letter received from SPCA inviting the Chairman to its AGM to be held on Monday 4th December at 6.30pm at the Rudyard and Trentham Suites, Stafford Place 1, Tipping Street, Stafford. The Chairman advised that he would attend.

Matter of report.

189. Copy of letter to Staffordshire Police received from Mr F. Barrett of Coven Heath Community Association regarding speeding along the A449 particularly outside New Buildings. The letter requested that consideration be given to reducing the speed limit to 30mph along that stretch, with the installation of cameras. Mr Barrett had asked for Parish Council support.

It was resolved that the Parish Council would not support the request.

190. Letter received from Coven Heath Community Association advising that Mr M. Webb MBE had been invited to switch on Coven Heath's Christmas lights this year and had requested that the Parish Council gives its approval.

It was resolved that Parish Cllr M. Webb MBE would switch on Coven Heath's Christmas lights this year.

191. **CORRESPONDENCE CIRCULATED:**

Bishop's Wood Bugle Oct edition.

Coven Heath Community Association Newsletter 12 October.

SPCA Bulletins 12 Oct, 19 Oct.

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

There was no report from the District or County Councils. Parish Cllr W. Sutton advised that there would be a talk at Brewood library from 7pm until 9pm on 22 November giving an account of men from Brewood and the surrounding area who went to fight and died in World War 1. Tickets were £5.00 each.

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

Parish Cllr J. Jeffries reported that at the Police Accountability Forum it was stated that the Police's preferred point of contact was Crime Stoppers, not 101.

The Chairman suspended standing order 3w to allow the meeting to continue beyond 9.30pm.

The Chairman reported that he had attended the following meetings: Finance Committee meeting on 12 October, Police drop in surgery on 13 October, BPSA meeting 17 October, Locality 2 Police Accountability Forum on 18 October Allotment Working Party meeting on 23 October, Let's Work Together training; Building Better Communities. He had also carried out Community Speed Watch on 18 October and visited Coven Heath allotments on 23 October.

194. **FINANCE REPORT:**

The Parish Council received the Finance Report from the Head of Finance, Parish Cllr Janet Carr and resolved the following matters:

1. The income and expenditure approvals list as at 26 October, including salary payments, **be approved**. Income £4,587.48 and net expenditure £9,605.07.
2. The recommendation of the Finance Committee from the meeting held on 12 October 2017, **be approved**.

The invoice to Wicksteed for the new equipment at Coven playing field was not paid as there were still some minor works to be completed. Work commenced on Wed 25 October.

195. **PLANNING REPORT:**

The Parish Council received the Planning Report from Parish Cllr R. Taylor and considered the planning applications received.

196. **CLERK'S REPORT:**

The Parish Council received the written report of the Clerk and noted its contents.

- Clerk to advise Mrs J. Wright, Good Life agent at South Staffordshire of the dates of the forthcoming Parish Council meetings and invite her to address the Council from 7pm on her chosen date.
- Parish Councillors long service. It was recommended that the Parish Council celebrated the following periods of continuous service: 12 years, 24 years and 36 years. A suitable way of recognising the achievement would be at the discretion of the Chairman and the Clerk.

ANY OTHER MATTERS OF REPORT:

Parish Cllr J. Bradshaw reported that the PCSO had been in liaison with the traffic warden and had been asked to visit schools in Brewwood and Coven with regard to parking outside the schools.

Items for inclusion on the next agenda:

Rubbish on land at The Pavement, Brewwood – Parish Cllr K. Kearney

Support for Brewwood Bowling Club pavilion – Parish Cllr. D. Evans

Benches/ Memorials Policy – Parish Cllr L. Tomkins. Draft policy to be forwarded to members in advance of the meeting.

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 26 OCTOBER 2017**

POLICE REPORT

Email received from PCSO Adam McAree regarding a matter raised at the Locality 2 forum meeting. He has visited the residents and has asked if Members have any further information. The area will be monitored and an anti-social behaviour patrol car will attend.

MATTERS ARISING

174.3 **Coven Playing Field Phase 2.** The contractor is ready to book the installation date and can make any available date to meet that Members suggest. Dates of availability requested.

166. **Landscaping at Jubilee Park, Brewood.** Mr D. Evans to advise of the type of landscaping to be considered.

167. **Coven Heath Allotments – Procedure.** A meeting of the Allotments Working Party was held on 23 October. It was recommended that a further meeting be arranged to draw up guidelines for managing the allotment sites. Dates of availability of the Working Party requested.

MATTERS ONGOING

118. **Tennis Club Lease.** Lilian Tipton has been into the office and given the names and addresses of the trustees. Most of the solicitor's questions are for the Parish Council to answer; Lilian has stated that the club has no objections to the public continuing to be allowed access. Mr Swift, Secretary of the Club, is available most Friday mornings. Dates of availability of the Working Party are requested.

A meeting will soon been arranged to discuss the Club's proposals with Dale Mansell, area manager, Community Services at South Staffordshire Council (date not yet agreed) and Mr Swift has asked if any Members of the Parish Council would like to attend.

CORRESPONDENCE RECEIVED

185. **Highways and Rights of Way Consultation.** The consultation is following on from the proposal by Staffordshire County Council last year to have greater input from community volunteers in delivering services which are affected by ever decreasing funding. Hard copies of the questionnaire are tabled for Members wishing to take part in the survey. Should a parish council response be submitted?

OTHER MATTERS FOR THE CLERK'S REPORT

Jan Wright, Good Life agent, at South Staffordshire Council has indicated to the Chairman that she would like to update the Parish Council on developments in relation to the Good Life.

M. Alden-Court has been in contact with Highways regarding unsatisfactory work carried out to the frontages of the shops in Brewood Road, Coven.

A number of Parish Councillors will have given many years' service at the end of this term of office. Would it be appropriate to recognise this great achievement and if so, how might this be done?

Members' views.

PLANNING APPLICATIONS CONSIDERED AT THE MEETING

HELD ON 26 OCTOBER 2017

Application No	Applicant's Name	Proposal	Comments
17/00781/FUL	Littywood Farm Ltd	Retrospective application for soft fruit production under Spanish polytunnels (Major Development). Land at Wolverhampton Road, Gailey, South Staffordshire.	No comment.
17/00887/FUL	Mr B Sutton	Proposed dormer bungalow, garage and associated access. Land at Paradise Lane Slade Heath.	Objection. This is not a side garden development and is in the Green Belt therefore the Parish Council objects in principle.