

**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 9 NOVEMBER 2017 AT 7.30PM**

**PRESENT:**

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

**APOLOGIES:**

District Cllr J. Bolton, County 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.

Parish Cllr M Webb MBE declared an interest in planning application 17/00950/FUL.

**MINUTES:**

The Minutes of the meeting of the Council held on 26 October 2017 were approved as being an accurate record and duly signed, with the exception of item 192. Parish Cllr W. Sutton had addressed the Council in her capacity as District Councillor.

**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.

197. **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.

198. **POLICE REPORT:**

Police Report received from PCSO Lloyd stating that there had been four reported incidents of residential burglary, two reported incidents of business burglary, no reported incidents of theft of a motor vehicle, four reported incidents of theft from a motor vehicle, no drug related incidents, one reported incident of violence and six reported incidents of anti-social behaviour.

Parish Cllr R. Taylor reported that a lorry was parking overnight along Engleton Lane, Brewood. Members agreed it was no longer necessary to circulate the Smart Alerts bulletins.

9 November 2017

**MATTERS ARISING:**

30. **Benches/Memorial Review.** Policy drafted by the Working Party circulated prior to the meeting. **It was resolved that a meeting be held 13 November at 10:30am for the Memorial Working Party to make final amendments to the policy and report back to the Parish Council.**

118. **Brewood Tennis Club.** Details of the ideas the tennis club had to improve the facilities for discussion at the meeting to be held on 16 November at South Staffordshire Council, copies circulated prior to the meeting. **It was resolved that Parish Cllrs R. Dakin, D. Evans and R. Taylor attend the meeting to be held on 16 November at South Staffordshire Council. A meeting with the Tennis Club had been arranged for 21 November at 12:30pm.**

**MATTERS ONGOING**

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

144. **Footpath 59/60.** Email received from Parish Cllr J. Jeffries advising that there was no health and safety risk to residents from the fire service's perspective, circulated to members on 31 October. Correspondence from Open Spaces Society received (from Parish Cllr J. Jeffries), copies circulated prior to the meeting. Clerk's Report referred.

**It was resolved that the letter to Mr J. Lefroy MP be approved with minor amendments. It was further resolved that the Clerk write to Staffordshire County Council and advise that if there was not a satisfactory outcome, the Parish Council would invoke Section 130 of the Highways Act 1980. Clerk to also request a site visit together with local Members.**

**CORRESPONDENCE RECEIVED:**

199. Rubbish on land at The Pavement, Brewood. Some rubbish had been burnt but some debris remained therefore a Community Protection Warning Notice would be served by South Staffordshire Council on the owners by the end of the week.

**Matter of report.**

200. Summer Sussed statistics received, copies circulated prior to the meeting. Most of the activities had been well attended.

**Matter of report.**

201. Notice received from Staffordshire County Council advising of the diversion of vehicular traffic at Foxes Lane, Kiddemore Green Road on 27 December. Traffic would be prohibited from proceeding the length of Foxes Lane from opposite Eve Cottage to a point approximately 27 meters east of its junction with Bath Lane. Pedestrian access would be available.

**It was resolved that details be posted on the Parish Council notice boards, website and Facebook page.**

202. Email received from Helen Astley of South Staffordshire Council advising that there would not be a Remembrance Day service at South Staffordshire Council this year as 11 November fell on a Saturday. The next service would be held in 2019. The Parish Council had already taken delivery of the wreath, which would be put into storage.

**It was resolved that the Clerk write to Helen Astley to express the Parish Council's disapproval and enquire why there would not be a service until 2019.**

203. Email from Nicola Taylor regarding Small Business Saturday which would take place on 2 December.

**It was resolved that details be posted on the Parish Council notice boards, website and Facebook page and Members to distribute leaflets to small businesses within the Parish. Parish Cllr R. Dakin to accompany Ms Taylor around Brewood and Coven on 2 December.**

9 November 2017

204. Email received from John Littleton of South Staffordshire Council regarding an application for a Public Space Protection Order (formally a gating order) on Pendeford Hall Lane in order to prevent fly tipping.

**It was resolved that the Clerk write to South Staffordshire Council advising that the Parish Council regretted the necessity for a Public Space Protection Order and give details of the sites where fly tipping had increased. It was further resolved that the Clerk write again to South Staffordshire Council asking for specific statistics in relation to this Parish.**

**Parish Cllrs W. Sutton and D. M. Holmes abstained from the vote.**

205. **CORRESPONDENCE CIRCULATED:**

Village News November  
 What's on at Brewwood Library  
 SPCA Bulletin 26 Oct 2 Nov  
 Brewwood Civic Society 16 October minutes

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

Cllr W. Sutton advised that there would be a talk by author Ken Barlow at Brewwood Community Library on 22 November, 7pm - 9pm giving an account of men from Brewwood and the surrounding villages who died in the First World War. Tickets were £5.00 each.

Cllr W. Sutton had attended a Safer Neighbourhood meeting with South Staffordshire LPT Commander Richard Meaden who was looking at implementing a three stage policing patrol plan and organising community safety days to raise awareness in the New Year. There was 17 PCSOs in South Staffordshire. Inspector Meaden was hoping to purchase more Automatic Number Plate Recognition cameras for the area.

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

Parish Cllr M. Sambrook reported that she had met with Community Speed Watch Team in Bishop's Wood on 3 and 8 November.

The Chairman Parish Cllr R. Dakin reported that on 30 October he had met with other Members at Coven playing fields to decide on the location for the adult exercise equipment, on November 1 he had attended an Allotment Working Party meeting, Strategic Business Plan meeting 2 November, inspected Footpath 59/60 with Parish Cllr J. Jeffries 3 November, Coven Memorial Hall monthly meeting 6 November, Remembrance Sunday rehearsal at St Mary and St Chad Church 7 November and had carried out Community Speed Watch on 1 and 8 November.

208. **FINANCE REPORT:**

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

1. Income and expenditure approvals list as at 9 November, **be approved**. Income £50.00 and net expenditure £65,332.48.
2. Payment of the annual grant of £2,880.00 to Coven Memorial Hall.  
**It was resolved that the grant payment of £2,880.00 be approved.**

209. **PLANNING REPORT:**

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

210. **PLAYING FIELDS REPORT:**

The Parish Council received the written Playing Fields Reports:

- Bishop's Wood playing field. No report received. Parish Cllr M. Sambrook advised that she would submit a written report on 13 November 2017.
- Brewood playing field and skateboard park. Parish Cllr D. Evans reported that the flat swings needed some cable ties to discourage birds. The hedge to the west had been cut but the eastern side needed attention. Brewood Tennis club had been successful with the Ladies team winning the Staffordshire Inter-Club Tennis League.
- Coven playing field and skateboard park. Parish Cllr R. Dakin reported that there was a lot of litter on the football pitch and skate ramp. All the equipment was working well and looked great.
- The Bront. Parish Cllr G. Sibley reported that there was no litter or dog fouling. All pathways were useable.

211. **CLERK'S REPORT:**

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

**ANY OTHER MATTERS OF REPORT:**

Rt Hon Gavin Williamson MP had recently been promoted to Secretary of State for Defence and some Members wished to send a letter of congratulations.

The Clerk would be on annual leave 13 – 17 November 2017.

Local resident Ms Rebecca Fellows to be presented with a Parish Council scroll in recognition of her achievement for winning two silver medals and a bronze medal in the Special Olympics National Summer Games 2017.

There being no further business, the meeting ended at 9.10pm.

Chairman .....

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL  
TO BE HELD 9 NOVEMBER 2017**

**MATTERS ONGOING**

144. **Footpath 59/60.** Copy of the letter from Mr G. Batey of Staffordshire County Council, together with a draft letter to Mr Jeremy Lefroy MP based on information received from the Open Spaces Society. (Both confidential). Members to consider the content of the letter and what action to take.

**Members' views.**

**CORRESPONDENCE RECEIVED**

203. **Small Business Saturday.** Small Business Saturday this year will take place on 2 December. This is a national event supported by South Staffordshire Council. [www.smallbusinesssaturdayuk.com](http://www.smallbusinesssaturdayuk.com) Last year Kinver and Wombourne took part in the event by organizing a Christmas treasure hunt in all the local shops and a Santa's Grotto. Parish Councillors visited the business to encourage them to register, which is free and pledged their support. Details were advertised on social media and Councillors were interviewed on local radio.

This year there will be similar treasure hunts in Kinver where the public will visit shops to identify letters printed on baubles, which will spell out a message. Business owners will donate £5 each to fund prizes for the correct answers received.

South Staffordshire Council has a dedicated page on its website: [www.sstaffs.gov.uk/sbs](http://www.sstaffs.gov.uk/sbs) where business owners, parish councils etc can register to take part and find out more information. Registration closes on 17 November.

There will be vouchers there available to download between 25 November and 4 December, these can be used against any special offers that business want to give e.g. 2 for 1, or 10% off for a given period, which is up to the business to decide. These could be on the day or during January for example.

Parish Cllr Wendy Sutton, in her capacity as District Councillor, has had packs delivered to the library and will be hosting an event there.

Members may wish to volunteer to organise a treasure hunt or another idea, visit businesses to promote the event, deliver leaflets or visit local shops and businesses on 2 Dec to show support. Details can be placed on Parish Council notice boards, Website and Facebook page.

**OTHER MATTERS FOR THE CLERK'S REPORT**

**Christmas Lights.** Invitations to the chairman, Parish Councillors and staff received from Mr A Sloane to Bishop's Wood's Christmas lights switch-on to be held on Friday 1 December at 6.30pm, from Mrs J. Timms to Coven's event to be held on Saturday 2 December at 4.30pm and from Mrs L. Tomkins to Coven Heath's event to be held on Saturday 2 December at 6.30pm.

**Christmas Party.** The Chairman has organized a gathering at the Royal British Legion on 14 December, after the meeting of full council. Formal invitations to follow.

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING**

**HELD ON 9 NOVEMBER 2017**

<b>Application No</b>	<b>Applicant's Name</b>	<b>Proposal</b>	<b>Comments</b>
17/00855/FUL	Mr P. Cambidge	Partial reconstruction of existing building (barn 5) to form a dwelling. 5 White Pump Farm, Watling Street, Ivetsey Bank.	No comment.
17/00950/FUL	Mr R. Barnfather	Erection of single storey lawn mower store. Horsebrook Manor Barn, Horsebrook Farm Lane, Brewood.	No objection to a lawn mower store but should not be attached to the wall of a listed building.
17/00954/LBC	Mr B. Tamber	Single storey side extension. Double storey front extension. 3 Heath Barns, Old Stafford Road, Slade Heath.	No comment.
17/00961/FUL	Mr J. Wooton	Replacement of existing timber brown double glazed windows to flats 1 - 15 with Rose wood foiled UPVC windows, we will introduce trickle ventilation to all windows and all habitable rooms will have fire egress windows achieved by introducing a flying mullen design. The visual design will match existing as close as possible. All existing front doors to be replaced with composite doors. 1-15 Parsons Croft, Coven.	No comment.
17/00977/FUL	Mr B. Watkins	Single storey rear extension, new pitched roof and canopy. 11 Oakley, Brewood.	No objection.
17/00978/FUL	Mr & Mrs Linney	Single storey rear extension. 4 Oak Road, Brewood.	No objection.