

**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 CHAMBER, STAFFORD STREET, BREWOOD**  
**ON THURSDAY 11 JANUARY 2018 AT 7.30PM**

**APOLOGIES:**

To receive apologies and to approve reasons for absence.

**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 14 December 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.

243. **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.

244. **POLICE REPORT:**

To receive the report of the PCSO.

**MATTERS ARISING:**

114. **Footpath 59/60 Bishop's Wood.** Response received from Nicola Swinnerton of Staffordshire County Council in response to the Parish Council's letter making representations under s130 of the Highways Act (1980). Copy enclosed.

**Members' views.**

167. **Allotments Inspection.** An allotments inspection at Coven Heath has been organised for Tuesday 16 January at 9.30am.

**Matter of report.**

168. **Bridge at Penderford Hall Lane.** Copy of email from Mark Keeling of Stafford County Council to County Cllr M. Sutton from Chris Plant of Highways Structures advising that there are two bridges on Pendeford Hall Lane; B0383 maintained by Staffordshire County Council which would have been designed to 40 tonne capacity

when newly build around 1976 and B2568 maintained by the Canal and River Trust. This was strengthened by the installation of a concrete relieving slab in independent pile foundation in 1977. The original request made by Bilbrook Parish Council was that Bilbrook parish councillors were concerned at the number of heavy goods vehicles using the bridge to access Bilbrook. Bilbrook Parish Council wanted to get a weight restriction put in place but as the bridge is in the Parish of Brewood & Coven they felt it is more appropriate that the request comes from this Parish Council.

**Members' views.**

230. **Recording of Parish Council Meetings.** To consider recording Parish Council meetings.

**Members' views.**

214. **Rt Hon. Gavin Williamson CBE MP.** Thank you letter from Mr Williamson, advising that he is enjoying his new role and will continue to carry on doing his very best for his constituents in South Staffordshire.

**Matter of report.**

### **MATTERS ONGOING:**

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

### **CORRESPONDENCE RECEIVED:**

245. To consider including an article in the next newsletter regarding the pressure to provide a one-way system in Brewood and subsequently consider carrying out a survey of residents.

**Members' views.**

246. Copy of letter from Staffordshire County Council to South Staffordshire Council advising of its intention to dispose of Brewood Area Youth 7 Community Centre in Deansfield Road, Brewood reported at the last meeting. South Staffordshire Council has given notice that community groups interested in purchasing the site to make an application before 18 January 2018. If an application is made, there will be a moratorium until 7 June 2018.

**Matter of report.**

247. To consider whether or not to continue with the current practice of minute taking or move to documenting only the resolutions made.

**Members' views.**

248. To consider road safety along the foot path at Ivestey Bank Road, Bishop's Wood. Parish Cllr J. Jeffries may wish to speak to this matter.

**Members' views.**

249. Email received from Mr F. Kerr in response to the actions of the meeting held in June 2017. Copy enclosed.

**Members' views.**

250. Email from Dr Tony Wynne-Jones regarding the renewal of the lease for Brewood Parish Sports Association, and enclosing a revised lease.

**Recommended resolution: A working party be established to review the changes to the lease.**

251. To review the following policies/procedures, copies circulated prior to the meeting via e-mail:

- Bullying and Harassment Policy.
- Disciplinary Procedure and Grievance Procedure.

252. Email received from Sue Hayes of Brewood BKV requesting permission for the following:
- Creating a seating area at the bottom of Sandy Lane/Stonebridge Road, Staffordshire County Council has no objections
  - Installing a sign on the gate at the top of the steps from the canal at the Bridge pub pointing out the way to the village. The Canal and River Trust need to approve the signage before it can be installed.

**Members' views.**

253. Email received from Parish Cllr R. Taylor requesting consideration for the presentation of a scroll to Millie Boulton who has won the apprentice of the year national award; she works at Tata Steel. She also does lots of charity fund raising and help for the Promises scheme.

**Members' views.**

254. Newsletter received from Staffordshire County Council which included information on further consultation on the future of libraries. Copy enclosed. The information was received on 2 January which was too late to attend any of the drop-in events.

**Members' views.**

255. Email received from South Staffordshire Council regarding the Prevent workshop to be held on 19 January. Some Members have expressed an interest.

**Recommended resolution: Interested Members to advise the Clerk.**

256. Email received from Mr S. Hadley of Coven United FC. The club is looking to start a Saturday team in the West Midlands Regional League. As part of the rules to gain entry to the league they need to provide sheltered dugouts for the management of each team. They would like to use Coven playing field and they would provide portable dugouts which would be chained to the fence after the games.

**Members' views.**

257. **CORRESPONDENCE CIRCULATED:**

Fields in Trust – Field Notes, winter edition.  
Bishop's Wood Bugle Dec - Jan  
Wolverhampton Magazine

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

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

259. **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.

260. **FINANCE REPORT:**

To receive the Finance Report and resolve the following matters:

1. To approve the income and expenditure approvals list as at 11 January.
2. To ratify payment of staff salaries including Christmas bonuses, there being no meeting of the Parish Council at the end of December.
3. To approve payment of the annual subscription of £42 to the Wildlife Trust.

4. To approve payment of £325 for trimming of the northern boundary hedge (Brewood Bowling Club) and removal of ivy from some trees.

Card received from Coven Christmas Lights Committee thanking the Parish Council for financial support with the provision of the 2017 Christmas lights.

261. **PLANNING REPORT:**

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

262. **PLAYING FIELDS REPORT:**

To receive the **written** Playing Fields Reports:

- Bishop's Wood playing field from Parish Cllr Mrs M. Sambrook.
- Brewood playing field and skateboard park from Parish Cllr Mr D. Evans.
- Coven playing field and skateboard park from Parish Cllr Mr R. Dakin.
- The Bront from Parish Cllr Mr G. Sibley.

263. **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 11 JANUARY 2018**

<b>Application No</b>	<b>Applicant's Name</b>	<b>Proposal</b>
17/01098/FUL	Mr K. Twigger	Extension and remodel of existing building as per attached drawings: 1428-01 / 1428-02. 26 Newport Street, Brewood.