

**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 8 FEBRUARY 2018 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, G. Sibley, W. Sutton, R. Taylor, L. Tomkins, M. Webb MBE.

**IN ATTENDANCE:**

District Cllr J. Bolton.

**APOLOGIES:**

Parish Cllr M. Sambrook (personal).  
 District Cllr B. Cox and 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.

**MINUTES:**

The Minutes of the Precept meeting held on 18 January and meeting of the Council held on 25 January 2018 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.

280. **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.

Mr Gibbins, a Coven resident expressed his concern about the congestion in Dean Street, Brewood and suggested a one-way system would solve the problem.

Mr Prendergast, a Coven resident suggested to trial a one way system in Brewood on a temporary basis.

Mr Gibbins and Mr Prendergast were referred to an article from the most recent Parish Council Newsletter and asked to put in writing their specific suggestions on how to improve matters.

281. **POLICE REPORT:**

Members received the written Police Report from PCSO McAree and noted its content.

Parish Cllr J. Carr reported that the Police had visited the Scouts meeting on Tuesday evening.

**MATTERS ARISING:**

323\* **Brewood Defibrillator.** The representative from Community Heart Beat had proposed that the defibrillator may be better on the wall of the bakery as it had been reported that there had been difficulties with planning consent. Clerk's Report referred. It was reported at the meeting that there was no cost involved in applying for Listed Building Consent; South Staffordshire Council had not received an application for the LBC for the defibrillator.

**It was resolved that the Clerk send a copy of Cllr W. Sutton's e-mail to Tarra Simmons, General Manager Co-operative Social Responsibility requesting that she progress the matter within one week and expressing the Parish Council's disappointment at the lack of action.**

**Vote: Thirteen in favour. One against.**

**Parish Cllr W. Sutton left the meeting.**

196. **Good Life Agent.** Following the presentation to the Parish Council, Mrs J. Wright had forwarded details of the Good Life Agent's main tasks, copies circulated prior to the meeting.

**It was resolved that Members receive the report and consider its content.**

**Vote: Unanimous in favour.**

230. **Recording of Parish Council Meetings.** The following Members had expressed an interest in being part of the working party: Parish Cllrs J. Bradshaw, D. Evans, D.M. Holmes, J. Jeffries, K. Kearney, M. Sambrook, W Sutton and L. Tomkins.

**It was resolved that the Clerk circulate dates to the Working Party members for them to agree a date to meet; 1 March at 6pm, 7 March at 6pm and 8 March at 6:45pm.**

**Vote: Unanimous in favour.**

242. **Brewood Area Youth and Community Centre.** Email received from South Staffordshire Council's legal and democratic services team advising that an expression of interest had been received. There was a six month moratorium until 7 June 2018 to enable the group to raise funds. Clerk's Report referred.

**Matter of report.**

279. **Canal and River Trust Volunteering.** The Chairman attended a meeting on 30 January regarding adoption of part of the Shropshire Union canal through Brewood. Mr J. Watts of the Canal and River Trust would like to make a presentation to the Parish Council.

**It was resolved that Mr Watts of the Canal and River Trust be invited to give a presentation to the Parish Council.**

**Vote: Ten in favour. Three against.**

**In accordance with Standing Order 13.b District Cllr J. Bolton left the room.**

72. **Boundary Engleton Lane.** Confidential report tabled at the meeting.

**It was resolved that the chain link fence be replaced as a temporary measure. The installation of a boundary fence to the east side of Engleton Lane playing field be deferred.**

**Vote: Unanimous in favour.**

**District Cllr J. Bolton re-joined the meeting.**

**MATTERS ONGOING**

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

343\*. **Brewood and District Voluntary Car Scheme.** Meeting held on 31 January with Mr M. Payne of Support Staffordshire, who specialised in governance. An application to the Charity Commission was being prepared.

**Matter of report.**

69\* **West Midlands Interchange.** Members received the report on the Stop the Gailey Freight Hub meeting held on 22 January, from Parish Cllr D. Evans, copies circulated prior to the meeting.

**Matter of report.**

95\* **Rural Exception Site, Bishop's Wood.** Parish Cllr J. Jeffries reported that she had been in contact with Lesley Birch from the Housing Association who would contact the Clerk to arrange a suitable time to address the Parish Council. Clerk's Report referred. Parish Cllr J. Jeffries agreed to attend the meeting as the Parish Council's representative and report back.

250. **BPSA Lease.** Formulation of Working Party.

**It was agreed that Parish Cllrs D. Evans, J. Jeffries and A. Pupino form a Working Party to discuss the proposed new lease for the BPSA.**

**CORRESPONDENCE RECEIVED:**

282. Potholes along Brewood Road / Coven Road. Previous reports from Highways advised that resurfacing work would be carried out once investigations following flood damage had taken place.

**It was resolved that the Clerk request the outcome of investigations from the 2017 inspection from Cllr M. Sutton and Highways. Copy of request to be forwarded to Rt Hon Gavin Williamson MP and the responsible Cabinet Member.**

**Vote: Unanimous in favour.**

283. A resident from Homelands Park had made an application for an allotment. He would like to grow vegetables and keep up to 10 pigeons on the allotment in a coop which would be maximum of 8' x 4' in size.

**It was resolved that the Parish Council refuse the application to keep pigeons on the allotment.**

**Vote: Unanimous in favour.**

284. Letter from South Staffordshire Council inviting the Chairman to a musical evening on 23 February at 7pm at the Council offices. Tickets were £15 each.

**Matter of report.**

285. Email received from Lorraine Fowkes of South Staffordshire Council advising that there would be training provided regarding Declarations of Interest. Members were asked to advise the Clerk of any other matters they would like to be covered, for inclusion in the training plan. Clerk's Report referred.

**It was resolved that Parish Cllrs J. Bradshaw, J. Jeffries, K. Kearney, A. Pupino, G. Sibley, R. Taylor, L. Tomkins, Clerk and Assistant Clerk attend the training.**

**Vote: Unanimous in favour.**

286. Email received from Mrs Y. Kinson of Coven Playing Field Rejuvenation committee inviting a representative to the unveiling of a plaque for the adult exercise equipment at Coven playing field by Rt. Hon Gavin Williamson MP on 16 February at 11.30am. Clerk's Report referred.

**It was resolved that Parish Cllrs J. Bradshaw, J. Carr, R. Dakin, J. Jeffries, G. Sibley, L. Tomkins and M. Webb MBE attend the unveiling of the plaque.**

**Vote: Unanimous in favour.**

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287. Email received from Maggie Quinn of South Staffordshire Council advising that South Staffordshire had been chosen by the Football Association to be involved in engaging communities through football. A questionnaire about the Parish's current facilities was included.

**It was resolved that the Clerk complete and return the questionnaire.**

**Vote: Unanimous in favour.**

288. Email received from Banijay UK advising that they were developing a TV series about bringing small communities together through art. The prize was a privately funded piece of public art that would celebrate the local people and their heritage and become a new local landmark. The company would like the Parish Council to spread the information throughout the Parish.

**It was resolved that the Clerk request further information before making a decision as to whether or not to advertise the TV series.**

**Vote: Unanimous in favour.**

289. Flyer received from Staffordshire Playing Fields Association regarding the availability of loans to members.

**It was resolved that details be passed to BPSA and Brewood Tennis Club.**

**Vote: Unanimous in favour.**

290. Minutes of Coven Traffic Management Working Party circulated prior to the meeting. Members to consider the recommendations. It was noted that PSCOs could patrol problem parking areas and issue letters from the Police if required.

**It was resolved that:**

- **Members contact the head teacher to discuss parking outside St Paul's school.**
- **The Clerk produce a letter about inconsiderate parking on the pavement, specifically outside Croft House.**

**Vote: Unanimous in favour.**

291. Email received from Staffordshire Safer Roads Partnership regarding the availability of £200,000 over the next two years for road safety activities. Applications could be made from 1 March 2018. The partnership welcomes inventive thinking in how the funding could be used to make a positive difference in local communities.

**It was resolved that Members advise the Clerk of any inventive ideas they had.**

**Vote: Unanimous in favour.**

292. Letter received from Helen Astley of South Staffordshire Council inviting the Chairman to the Fly the Flag for the Commonwealth Day on 12 March. The ceremony would commence at 10am. The Chairman confirmed he would attend.

**Matter of report.**

293. **CORRESPONDENCE CIRCULATED:**

Card received from Rebecca Fellows thanking the Parish Council for the presentation of a scroll  
 Community Speed Watch Newsletter  
 Brewood Civic Society minutes 15 January  
 Staffordshire Parish Councils Association Bulletin 1 February  
 What's On at your library in March  
 Coven Heath Community Association Newsletter 10 January  
 Wolverhampton Magazine January

294. **DISTRICT COUNCIL'S REPORT:**

Cllr D. M. Holmes reported that the Staffordshire Connect bus service would cease at the end of March due to lack of funding from Staffordshire County Council. A tender would go out in the coming week for two buses to provide coverage across the district.

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

The Chairman reported that he had attended a meeting with Canal and River Trust representatives on 30 January. On 5 February he had attended the monthly trustee committee meeting at Coven Memorial Hall and on 6 February, along with Parish Cllrs M. Alden-Court and D. Evans, he had attended Councillor training. He had also carried out Community Speed Watch on 31 January and 7 February.

296. **FINANCE REPORT:**

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

1. The income and expenditure approvals list as at 8 February, **be approved**. Income £12.50 and net expenditure £1,453.21.
2. Q3 Budget Comparison, **be approved**. Copies circulated prior to the meeting.
3. The transfer of £50,000 from CCLA back into the Parish Council's main bank account, **be ratified**.
4. Email received from Roseclaim advising that the donation from last year's V Festival was £3,750.

218. **Interactive Speed Signs Supported by PCC Matthew Ellis.** The Parish Council expressed an interest in November. The cost of a battery powered sign would be around £2,000 and £1,925 for a mains powered one with a solar conversion kit at an extra £550. Clerk's Report referred. County Cllr M. Sutton reported that funding from his budget would be available and an application could be made to the Staffordshire Road Safety Grant Fund.

**It was resolved that the Parish Council continue to investigate costings and make an application for funding from the Staffordshire Road Safety Grant Fund.**

**Vote: Unanimous in favour.**

297. **PLANNING REPORT:**

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

298. **PLAYING FIELD REPORTS:**

To receive the written Playing Fields Reports:

- Bishop's Wood playing field. No report received from Parish Cllr Mrs M. Sambrook.
- Brewood playing field and skateboard park. Parish Cllr D. Evans reported that the swings needed more cable ties to deter the birds. D-bolts on the jukebox reggae climbing frame were showing signs of rust and the youth shelter needed a clean. All adult exercise equipment was good apart from the Thai Chi disks were becoming stiff.
- Coven playing field and skateboard park. Parish Cllr Mr R. Dakin reported that the aerial runway bark needed raking and all other equipment including the adult exercise equipment was good. The football pitch was satisfactory but any more rain would make it unplayable.
- The Bront. Parish Cllr Mr G. Sibley advised that he would submit a written report on 9 February 2018.

299. **CLERK'S REPORT:**

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

**The Chairman moved the suspension of Standing Order 3.w to allow the meeting to continue beyond 9.30pm.**

**District Cllr J. Bolton left the meeting.**

**Infrastructure Delivery Plan.** Draft letter in response to the questionnaire tabled for approval.

**It was resolved that Members approve the letter and response form to be sent to South Staffordshire Council regarding the Infrastructure Delivery Plan.**

**Vote: Unanimous in favour.**

**ANY OTHER MATTERS OF REPORT:**

Items to be included on the next agenda for the meeting of the Parish Council:

Jubilee Hall hiring cost.

Matters Ongoing.

Parish Council Clerks' honours board.

There being no further business, the meeting ended at 9:35pm.

Chairman .....

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL  
TO BE HELD 8 FEBRUARY 2018**

**MATTERS ARISING**

72. **Boundary Engleton Lane.** Confidential report tabled.

114. **Footpath 59/60.** Reply received from Pauline Ingall, senior caseworker for Jeremy Lefroy MP advising that the original letter from the Parish Council may not have arrived but they are now looking into the issues raised.

242. **Brewood Area Youth and Community Centre.** Acknowledgement received from Cllr Helen Fisher, who has passed the matter to Cllr M. Sutton. Letter from Cllr Sutton advising that the County Council's surveyor is liaising with the proposed purchaser in respect of the right of way from Hillcrest to Deansfield Road.

**MATTERS ONGOING**

323\* **Brewood Defibrillator.** Parish Cllr W. Sutton (in her capacity as District Cllr) has given an explanation regarding planning consent to the interested parties. An enquiry about Listed Building Consent was made to the planning team by Mid-counties Co-op but no formal application was ever submitted.

**CORRESPONDENCE RECEIVED**

285. **Declaration of Interest.** Training for this will be on 12 June at 6pm at the Haling Dene Centre, Penkridge. Interested Members to advise the Clerk.

**FINANCE**

218. **Interactive Speed Signs.** Email from Michelle Shaker of Community Speed Watch asking the CSW co-ordinators to agree on the style of the permanent signs in CSW zones. Parish Cllr K. Kearney may wish to speak to this item. Members to consider whether or not to proceed with the interactive signs at this stage.

Parish Cllr R. Taylor has requested that consideration be given for the Dole Charity to access the Parish Council's solicitor at South Staffordshire Council in order to draw up a licence for rental of land at Brinsford.

**OTHER MATTERS OF REPORT**

234. **Outdoor Gym Plaque.** Rt Hon Gavin Williamson MP will be unveiling the plaque on 16 February at 11.30am. All Parish Councillors and staff have been invited to attend.

**Infrastructure Delivery Plan.** Draft letter in response to the questionnaire tabled for approval.

Telephone call received from the Chairman of Tong Parish Council, Mr Paul Fisher advising that there will be a meeting with Shropshire County Council in Tong Parish Hall on Monday 12 February at 7pm to formulate a policy to oppose the proposal to build 10,000 dwellings on 2,500 acres of land between Tong and Bishop's Wood over the next 30 years as a Green Village Development. Mr Fisher has invited a representative to attend. There will be representatives from Shifnal, Albrighton and Donnington Parish Councils in attendance.

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING**

**HELD ON 8 FEBRUARY 2018**

<b>Application No</b>	<b>Applicant's Name</b>	<b>Proposal</b>	<b>Comments</b>
17/01098/FUL	Mr K. Twigger	Amended plans for the extension and remodel of existing building as per attached drawings: 1428-01 / 1428-02. 26 Newport Street, Brewood.	No objection.
18/00003/FUL	Mr R. Plimmer	Single storey rear extension. 11 Horsebrook Lane, Brewood.	No objection.
18/00054/FUL	Mrs L. Jeavons	Proposed removal of existing roof from dwelling and replacement with new roof including two new rooflights. Three Hammers Farmhouse, Old Stafford Road, Cross Green.	No objection.
18/00064/FUL	Mrs L. Bonser	Provision of a new private drive and access to Shaw Hall Lane at no. 2 The Willows. The Willows, 2 Shaw Hall Lane, Coven Heath.	No comment.