

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 12 APRIL 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, M. Sambrook, G. Sibley, R. Taylor, L. Tomkins, M. Webb MBE.

IN ATTENDANCE:

County Cllr M Sutton.

APOLOGIES:

A. Pupino (illness), W. Sutton (prior meeting).
District Cllr J. Bolton and B. Cox.

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 meeting of the Council held on 29th March 2018 were approved as being an accurate record and duly signed. Parish Cllr J. Jeffries wished to clarify that as of 1st April 2018 Princefield First School, Marshbrook First School, St John's First School, Penkridge Middle School and Wolgarston High School had together become Penk Valley Multi Academy Trust (MAT). Governance would be in the hands of Trustees, held to account by 4 Members. After lengthy service Parish Cllr J. Jeffries would no longer be a Governor, but instead would be a Member.

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.

347. **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.

Two residents from Coven spoke regarding planning application 18/00005/OUT and expressed their concern regarding the access and egress on to a dangerous road and the volume of traffic that would use the site. It would be further development within the Green Belt.

29 March 2018

348. **POLICE REPORT:**

No Police Report was received.

It was reported that some sheds had been broken into throughout the Parish.

Parish Cllr K. Kearney reported that he had attended the Police drop-in surgery at Brewood and met Police Sgt Shelley Burns. Local residents were liaising with the Police to re-start a Neighbourhood Watch group.

MATTERS ARISING:

185. **Rights of Way Review.** Feedback received following the consultation. Copies circulated prior to the meeting.

Matter of report.

250. **Brewood Parish Sports Association Lease.** The proposed lease had been discussed by the working party and there were some queries outstanding. It was agreed that Parish Cllrs R. Dakin and M. Webb MBE would represent the BPSA.

It was resolved that a meeting be arranged between the Working Party and BPSA representatives.

Vote: Unanimous in favour.

303. **Scroll Working Party Minutes.** Members considered the recommendations of the working party. Copies circulated prior to the meeting. Minor amendments to the working party minutes were noted.

It was resolved that Members approve the recommendations of the Scroll Working Party.

Vote: Unanimous in favour.

MATTERS ONGOING

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

95** **Rural Exception Site, Bishop's Wood.** Two public consultation events had been arranged at Bishop's Wood village hall on Friday 27th April from 3pm to 9pm and Saturday 28th April from 10am until 2pm. Details had been posted on Parish Council notice boards, website and Facebook page.

Matter of report.

172** **Tables at the Church Road Amenity Area, Brewood.** Members reviewed the agreement to allow tables and chairs to be placed on the amenity area by Active-8 Sports Therapy at Total Sports Performance.

It was resolved that the Clerk write to the proprietor to establish if he wanted to continue to use the area.

Vote: Unanimous in favour.

343** **Brewood and District Voluntary Car Scheme.** The governing document had been drafted and an application was being made to the Charity Commission. As part of the application process the names and addresses of the trustees must be forwarded. It was recommended that there were a minimum of three trustees. Clerk's Report referred.

It was resolved that a further meeting be arranged to consider who the trustees would be and report back to the Parish Council for approval.

Vote: 11 in favour. Parish Cllr M. Alden-Court abstained.

279. **Canal & River Trust Volunteering.** Mr Watts would like to address the Parish Council on 26th April.

It was resolved that Mr Watts be invited to address the Parish Council at 7pm on 26th April 2018.

Vote: Unanimous in favour.

246** **Jacob's Ladder - Damage to Handrail.** Resident to erect fence and repair handrail.
It was resolved that the Clerk seek advice from South Staffordshire Council Health and Safety Officer to establish if the site was safe and the Arboricultural Officer to discuss introducing a planting scheme.
Vote: 10 in favour. Parish Cllr R. Taylor against and Parish Cllr D. Evans abstained.

290. **Traffic Management.** County Cllr M. Sutton would continue to monitor parking on grass verges. Clerk's Report referred.

Cllr D. M. Holmes arrived at the meeting.

Brewood and District First Responders. It had been brought to the attention of the Parish Council that Mr and Mrs Peters who were First Responders would soon be moving away from the area. Clerk's Report referred.
It was agreed that the Parish Council organise a book of thanks in which residents could leave a message. It was further agreed that Mr and Mrs Peters be presented with a Parish Council Shield.
Vote: Unanimous in favour.

It was agreed that item numbers 218 and 279 be removed from Matters Ongoing.

CORRESPONDENCE RECEIVED:

349. Members considered what action to take in respect of opposing the Industrialisation of South Staffordshire, as outlined in South Staffordshire Council's Review magazine.
It was resolved that the Clerk write to the Chief Executive of South Staffordshire Council expressing the Parish Council's concerns.
Vote: Unanimous in favour.

350. Members considered sending congratulations to St Mary's Catholic Primary School, Brewood which had been awarded by The Telegraph top performing school in Staffordshire and ranked 4th in the country. It was noted that the Parish Council was proud of all the schools within the Parish.
It was resolved that congratulations be sent to the schools if an award was received from OFSTED.
Vote: Unanimous in favour.

351. Letter received from an allotment holder requesting permission to replace an existing 6x4 shed on plot number 35 at Coven Heath.
It was resolved that approval be given for a replacement shed. The tenant must remove all the debris from the existing shed.
Vote: Unanimous in favour.

352. Invitation received from the Chairman of Wombourne Parish Council to his Civic Service to be held at Wombourne Methodist Church on 6th May at 10.30am. Parish Cllr R. Dakin confirmed he would attend.
Matter of report.

353. Email received from Mr P Danby of Brewood Fire Station advising of an incident at Jubilee Park Brewood when a 15 year old girl was trapped in one of the toddler swings and had to be released by the fire crew. Mr Danby had asked that the incident be highlighted to the public to make them aware that this behaviour tied up a fire appliance that may be needed for life threatening emergencies.
It was resolved that the matter be put on the Parish Council Facebook page.
Vote: Unanimous in favour.

354. Concern had been raised by a Bishop's Wood resident that photographs had been taken of their children from a property overlooking Bishop's Wood playing field.
It was resolved that the matter be reported to the local PCSO.
Vote: 12 in favour. 1 against.

29 March 2018

355. Letter received from an allotment holder giving notice to terminate her plot. The letter raises concerns about the behaviour of other allotment holders. Copies circulated prior to the meeting.

It was resolved that the Clerk write to the allotment holder thanking her for the letter and advising that its content had been noted.

Vote: Unanimous in favour.

356. **CORRESPONDENCE CIRCULATED:**

Wolverhampton Magazine
Open Spaces Society Spring edition
South Staffordshire Council's round-up 29th March
SPCA Bulletins 29th March and 5th April
Bishop's Wood Bugle April

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

Cllr D. M. Holmes reported that on 10 April she had attended the Safe + Sound Over 60s event at South Staffordshire Council and was very impressed and glad she had attended. There was a demonstration of how to use a defibrillator which may be rolled out to all Parish Councils; matter to be placed on the agenda for the next meeting.

South Staffordshire Age UK was seeking volunteers to help in primary schools listening to children read.

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

The Chairman reported that on 9th April he had attended the Trustees meeting at Coven Memorial Hall and on 10th April attended the BPSA monthly meeting. On the 14th April he had attended the Police drop-in surgery at Coven and on the 4th and 14th of April carried out Community Speed Watch duties at Brewood Road / Coven Road.

The Chairman had received an e-mail on 6th April inviting Brewood Bowling Club Members to attend a party to be held that evening to say thank you to Chris and Ann Peters for their service to the First Responders. The Chairman could not attend at such late notice but would have liked the opportunity to thank them personally.

Parish Cllr L. Tomkins reported that along with Parish Cllrs D. Evans and R. Taylor she had attended the Best Kept Village judges meeting and was pleased to see nine people from the Parish were in attendance.

359. **FINANCE REPORT:**

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

1. Income and expenditure approvals list as at 12th April, **be approved.** Income £225.00 and net expenditure £2,403.58.
2. Payment of the grant of £700 to Coven Heath Community Association, **be approved.**
3. Members considered the request received from Citizens Advice Staffordshire South West (CASSW) for a donation to assist in the retention of the service. Copies circulated prior to the meeting.
It was resolved that the Parish Council offer CASSW the Parish Council facilities to hold an outreach meeting.
Vote: 12 in favour. 1 against.

360. **PLANNING REPORT:**

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

361. **PLAYING FIELD REPORTS:**

To receive the written Playing Fields Reports:

- Bishop's Wood playing field. Parish Cllr Mrs M. Sambrook reported that she would deliver the written report to the office on Friday 13 April 2018.
- Brewood playing field and skateboard park. Parish Cllr Mr D. Evans reported that the Tai Chi disks needed to be oiled and all equipment needed a clean, particularly the youth shelter.
- Coven playing field and skateboard park. Parish Cllr Mr R. Dakin reported that all equipment was in good order. A downpipe clip had been broken on the changing rooms and the wheelie bins were full. The bug house sign had been vandalised but a Coven resident had repaired it and re-fixed it to the bug house.
- The Bront. Parish Cllr Mr G. Sibley reported that he had collected a small amount of litter and there was no dog fouling. The level of the River Penk had dropped to near normal level and was still flowing fast. The paths were muddy but passable. There were some fallen trees but they were not obstructing the paths.

Parish Cllr R. Taylor and the Clerk to arrange a meeting with the tree surgeon at The Bront to inspect a fallen tree which was obstructing the river.

362. **CLERK'S REPORT:**

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

ANY OTHER MATTERS OF REPORT:

Let's Work together Voluntary Transport would be held on 20th April at South Staffordshire Council. Interested Members to inform the Clerk.

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

Defibrillator training for members of the community at village halls.

Drainage at BPSA Engleton Lane, Brewood.

318. Honours Board for previous Clerks.

The Chairman presented a Boscobel Rose to Parish Cllrs M. Alden-Court, D. M. Holmes, J. Jeffries and R. Taylor to commemorate their many years of service to Brewood and Coven Parish Council.

There being no further business, the meeting ended at 9:25pm.

Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 12 APRIL 2018**

MATTERS ONGOING

343** **Brewood and District Voluntary Car Scheme.** It has been recommended that the three trustees are the Clerk, the Car Scheme Co-ordinator and the Chairman of the Parish Council. None of these are paid by the Car Scheme. Once these three have been established it will be possible to add a further two trustees, possibly a driver and a client.

290. **Coven Traffic Management.** Draft letter received from Mrs L. Tomkins. Having read through it, a similar letter has already been sent to the resident in March 2017. County Cllr M. Sutton will continue to monitor parking on grass verges.

Brewood and District First Responders. It has been brought to the attention of the Parish Council that Mr & Mrs Peters are no longer First Responders. Parish Cllr R. Taylor would like consideration to be given to awarding a shield to recognise their contribution to the local community.

PLANNING APPLICATIONS CONSIDERED AT THE MEETING

HELD ON 12 APRIL 2018

Application No	Proposal	Comments
18/00005/OUT	Outline consent for extra care self contained 1-2 bed retirement apartments that exist within a managed building that provides onsite care facilities associated with a nursing home including communal areas and serviced care accommodation. The existing access will be used for the development. Land West of A449 carriageway, Stafford Road, Coven.	Objection. Very special reasons have not been demonstrated for development within the Green Belt, therefore inappropriate development in the Green Belt without proven need. Dangerous access and egress on to a 60mph major trunk road.
18/00125/LBC	Installation of a Community Defibrillator. Co-operative, 2 Market Place, Brewood.	No objection.
18/00186/FUL	Alterations and extensions to existing barn. Barn Farm, Whitehouse Lane, Gunstone.	No comment.
18/00233/LUE	The land is used for the storage of building and other materials and horticultural waste in connection with the day to day use of the adjoining land known as The Star Mobile Home Park. The use is not a separate storage use, but is ancillary to the use of the adjoining caravan park. Star Mobile Home Park, Lawn Lane, Coven.	No objection if storage building is within the curtilage of the caravan park. The site MUST be used solely for storage. There should be no fires or burning of waste nor breaking up of caravans. Objection if the building is within the Green Belt.
18/00240/FUL	Demolition of garaging and the erection of a rear and side extension of existing dwelling. 7 Sandy Lane, Brewood.	No objection.
18/00246/FUL	Single storey side extension. 11a, Crestwood Park, Brewood.	No objection.