

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 11TH OCTOBER 2018 AT 7.00PM

PRESENT:

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

IN ATTENDANCE:

District Cllr J. Bolton. County Cllr M. Sutton.

APOLOGIES:

Parish Cllr J. Carr (personal), G. Sibley (personal), M. Webb MBE (illness).
District Cllr B. Cox.

DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND REQUESTS FOR DISPENSATION:

There were no 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:

The Minutes of the Council meeting held on 27th September 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.

179. **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.

The secretary of Brewood Bowling Club referred to item 194.4 and advised she would answer any questions from Parish Cllrs. She confirmed that the bowling club's preferred option was to keep the grant ring-fenced for the pavilion which would not be built in this financial year.

180. **POLICE REPORT:**

PCSO Lloyd had visited the Parish Council office. It was reported that there had been three burglaries in Bishop's Wood. Incidents had occurred in Church Road, Brewood and Park Lane, Coven.

MATTERS ARISING:

163. **Double Yellow Lines at Poplars Farm Way.** Reply received from Mr M. Keeling of Staffordshire County Council advising that he would discuss existing priorities with County Cllr M. Sutton.

The Council resolved, unanimous in favour that the Parish Council would decide upon one priority for next year at the next Traffic Management meeting.

168. **Voluntary Right to Buy Pilot Scheme.** Parish Cllr J. Jeffries circulated a report at the meeting.

The Council resolved, unanimous in favour that Mr Tony Price, of Housing Plus be invited to address the Parish Council. It was further resolved to ask Pegasus / Lovell Homes which housing association would be selected to build affordable homes.

172. **Section 106 Guidance.** The Chairman read aloud an email received from a Brewood resident requesting that the Parish Council considered using s106 money associated with the Engleton Lane development to provide pavements and repair the road surfaces in Shop Lane and Bargate Lane, Brewood.

The Council resolved, unanimous in favour that the Clerk advise the resident that s106 money could only be used for community benefit associated with the development, enclose a copy of the plain English guide to s106 and advise the resident to continue to put pressure on the County Council to repair the road surfaces.

176.6 **Hedge at The Bront.** Parish Cllr J. Carr and the Clerk had visited one of the occupiers regarding the hedge and it was agreed that no action be taken until a reply had been received from the Housing Association. Clerk's Report referred.

Matter of report.

MATTERS ONGOING:

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

172*. **Seating at Church Road Amenity Area.** Members considered whether or not to extend the arrangement for a further period of time. It was noted that the area had not been used over the summer.

The Council resolved, unanimous in favour that the agreement be allowed to lapse and the item be taken off Matters Ongoing.

299* **Garden Villages.** Replies received from County and District Councils. Copies circulated prior to the meeting. See also item 185. below.

The Council resolved, unanimous in favour that further letters to be sent requesting support in the fight against the garden village at Tong should the proposal be accepted by Shropshire County Council.

69. **Dementia Friends Training.** There was one further session at Kinver Library on 25th October. Previous dates had been sent to Members 4th October.

Matter of report.

118* **Brewood Tennis Club Lease.** Awaiting copy of the draft lease from the solicitor.

It was resolved that item 69, 94, 172* and 299* be removed from Matters Ongoing.

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CORRESPONDENCE RECEIVED:

181. Request received from Coven 1st Scouts to use the playing field in School Lane for a carnival.

This item was deferred to the next meeting of the Parish Council.

182. Link road route M54, M6/M6 Toll. Parish Cllr L. Tomkins had forwarded a report to the Clerk. Option B West was the preferred route. A public information exhibition would be held at Featherstone and Hilton Community Centre on 13th October 10am – 4pm.

Matter of report.

183. Letter received from Staffordshire County Council advising that from 1st April 2019 the funding of £2,312 for Brewood and District Voluntary Car Scheme would be withdrawn and suggested that funding should be requested from the Parish Council, crowd funding or increasing charges. Clerk's Report referred.

Matter of report.

184. Good Life Energy Switch and Save. Parish Cllr D. M. Holmes reported that The Good Life Energy Scheme had been set up by South Staffordshire Council to help both residents and businesses obtain a better understanding of their energy bills and get the best deal to reduce monthly fees.

The Council resolved, 11 in favour and 1 abstention that the Good Life Energy team be invited to hold surgeries at Bishop's Wood village hall, Brewood Library and Coven Memorial Hall for local residents and businesses.

185. Email received from South Staffordshire Council's Local Plans Team advising of the Local Plan Review and Statement of Community Involvement. Copies circulated prior to the meeting. Clerk's Report referred.

The Council resolved, unanimous in favour that a meeting be arranged for 1st November 2018 at 7pm for Members to discuss the options.

186. Notice received advising that Horsebrook Hall Lane in the vicinity of Brookside Croft for approximately 150 yards would be closed from 23rd October until 25th October. Details to be posted on Parish Council notice boards and Facebook page.

Matter of report.

187. Notice received that there would be a vehicular diversion in Old Coach Road, Bishop's Wood outside No. 4 on 29th October while the manhole cover was replaced. Details to be posted on Parish Council notice boards and Facebook page.

Matter of report.

188. Poster received from South Staffordshire Council's policy and partnership team advising of its Partnership Event which would be held on Friday 9th November at the Council offices in Codsall. The event would discuss local priorities through a check and challenge of the data in the South Staffordshire Locality Profiles and explore future service delivery in conjunction with partners including social enterprise.

The Council resolved, unanimous in favour that interested Members advise the Clerk.

189. Email received from Amey advising of planned work by Severn Trent along Tong Road, Bishop's Wood between November 2018 and January 2019. There would be investigatory ground work prior to work commencing. Full details to follow.

Matter of report.

190. Copy of an application received to vary a premises licence at the Three Hammers Golf Club from its owners Three Hammers Bar and Bistro Limited. The hours were earlier to cover international golfing events and summer events at the centre in the lighter hours. The venue would also be used for professional golfing events. Any person objecting to the application would do so in writing within 28 days by contacting the licensing officer at 11 October 2018

South Staffordshire Council. Any objections would be in line with the four licensing objectives (1) Crime and Disorder (2) Public Safety (3) Public Nuisance (4) Protection of children from harm.

The Council resolved, 11 in favour and 1 abstention that the Parish Council had no objection to the Three Hammers Golf Club application to vary its premises licence.

191. **CORRESPONDENCE CIRCULATED:**

Coven Heath Community Association newsletter 30th September

SPCA Bulletin 4th October

Wolverhampton Magazine October

Brewood Civic Society minutes 17 September

Wolverhampton West Magazine October

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

County Cllr M. Sutton reported that the Cabinet report had been submitted three months earlier than expected. The Medium Term Financial Strategy (MTFS) was discussed. The financial budget depended on a number of government decisions. Cllr Sutton would report back to the Parish Council once the information was available.

District Cllr J. Bolton had attend the Parish Summit of 28th September and found it very useful. The Good Life Energy team had access to a lot more suppliers to find a better deal on energy. It was agreed that the matter be placed on the agenda of the next meeting of the Parish Council.

Cllr W. Sutton reported that fraud awareness workshops would be held at Brewood Library in the near future.

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

The Chairman reported that her Civic Sunday Service would be held at St Mary's RC Church on Sunday 25th November followed by buffet style refreshments at St Mary's Catholic Primary School hall. On 28th September she attended the Parish Summit held at South Staffordshire Council which was very interesting and informative. David Pattison, Monitoring Officer announced complaints against and amongst Parish Councils had increased and were costing too much. Mr M. Keeling had advised that Parish Councils could commission Staffordshire County Council/Amey and hire the latest machinery at a cost. On 8th October she attended the Allotments Working Party meeting.

194. **FINANCE REPORT:**

The Parish Council received the Finance Report from Parish Cllr R. Dakin and resolved the following matters:

1. Income and expenditure list as at 11th October, **be approved**. Income £25.00 and expenditure (net) £1180.04.
2. The purchase of two small Christmas trees and lights for the Parish Council offices at £25 each £50 in total, **be approved**.
3. Payment of £686, the balance left following payment for repairs to floodlights at Brewood Tennis Club, **be approved**.
4. Letter received from the secretary of Brewood Bowling Club regarding this year's grant from the Parish Council. Copies circulated prior to the meeting.

The Council resolved, unanimous in favour that the grant be paid to Brewood Bowling Club, ring-fenced for the pavilion.

5. Email received from Coven Heath Allotments Association asking if the Parish Council would consider providing a notice board inside the gate for controlling the loan of incinerators and emphasising the rules regarding their use.

The Council resolved, unanimous in favour that the Allotment Association obtain three quotes for the cost of a noticeboard and the Parish Council and Allotment Association share the cost and the use.

Letter received from Brewood and District Royal British Legion thanking the Parish Council for the donation of £150 for poppy wreaths.

291* **Safer Roads Funding.** There was a demonstration of the SID on 25th September. It was agreed that it was unnecessary to have data logging and therefore the rep agreed to give a discount on the product instead. Due to the weight, they also recommended a solar panel for each post. This took the quote over £5,000 which was the maximum amount of grant. As the deadline for that application was 30th September there had been insufficient time to gain approval. The bid had been submitted for 1 device, 1 solar panel, 4 brackets and the associated starter pack. Members considered whether or not the Parish Council would fund the additional 4 solar panels at a total cost of £2,090 should the bid for funding be successful.

The Council resolved, unanimous in favour that the additional 4 solar panels at a cost of £2,090 be paid for from the community benefit payment.

164. **Bench at Sandy Lane Amenity Area.** Clerk's Report referred.

Parish Cllrs D. Evans and R. Taylor were nominated to authorise the on-line banking payments.

195. **PLANNING REPORT:**

The Council received the Planning Report from Parish Cllr R. Taylor and considered the planning applications. Parish Cllr W. Sutton did not speak or vote on any planning applications.

1 Whiteoaks Drive. Clerk's Report referred. Clerk to establish from Staffordshire County Council whether permission for a dropped kerb was approved and if the residents have a right of way.

196. **PLAYING FIELD REPORTS:**

The Council received the written Playing Fields Reports:

- Bishop's Wood playing field. Parish Cllr M. Sambrook reported that she would forward a report to the Clerk on 12th October 2018.
- Brewood playing field and skateboard park. Parish Cllr D. Evans reported that the tennis court fence may need to be repaired / replaced.
- Coven playing field and skateboard park. Parish Cllr R. Dakin reported that the bark on the aerial runway needed topping up and the matting needed to be replaced. There was further damage to one of the benches.
- The Bront. Parish Cllr R. Dakin read aloud the report received from Parish Cllr G. Sibley.

197. **CLERK'S REPORT:**

Members received the written report of the Clerk, the contents of which were noted.

79. **Allotments Working Party Meeting.** Copy of report tabled at the meeting.

Members received the report of the Allotment Working Party and approved the recommendations made.

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197.1. **Parish Council Elections.** Members of the Policy & Partnership team would like to talk to the Parish Council about the forthcoming elections and have asked if they could attend either the next meeting 25th October or the following meeting 8th November.

It was agreed that the Policy and Partnership team representatives be invited to attend the meeting of 25th October.

197.2. **Remembrance Sunday.** The rehearsal for Brewood’s service would be on 6th November at 6pm in St Mary and St Chad Church.

It was agreed that the Chairman would lay a wreath at St Mary’s RC Church, the Vice Chairman would represent the Parish Council at St Mary and St Chad Church, Parish Cllr L. Tomkins would represent Coven Heath at the ceremony in Coven, Parish Cllr J. Jeffries would lay the wreath at Bishop’s Wood and Parish Cllr M. Alden-Court would lay the wreath at St Paul’s Church, in Coven.

ANY OTHER MATTERS OF REPORT:

Parish Cllr R. Taylor advised that there would be events around this year’s Remembrance Day at St Mary and St Chad Church. It was agreed that he would advise the Clerk in order for them to be published on Facebook. Parish Cllr J. Jeffries would advise of any events planned in Bishop’s Wood and Coven Parish Cllrs would discuss the matter at the meeting to be held in the Memorial Hall and advise accordingly.

Parish Cllr J. Jeffries requested that the provision of a MUGA at Brewood be included in the next agenda.

There being no further business, the meeting ended at 8:45pm.

Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 11 OCTOBER 2018**

MATTERS ARISING

176.6 **Hedge at The Bront.** The contractor from Chartwell's/Entrust will cut back the hedge to a height of 6ft.

MATTERS ONGOING

103.3 **Replacement windows.** The structural engineer has inspected and advised that there may be a leak from the gent's toilet into the ground which has affected the foundations. A plumber has assessed it and will complete the repair on 16th October. Once the repairs have been completed the situation will be monitored to see if the wall has dried up. If not it may be necessary to underpin that section of the building. In the meantime quotes will be sought for the windows for inclusion in next year's budget.

CORRESPONDENCE RECEIVED

183. **Brewood and District voluntary Car Scheme.** The Car Scheme will shortly be registered as a Charity with trustees who will take over the management of it. Presumably, they will apply for a grant as a local group if that is what they decide. The Scheme currently has a sum of money held in reserve which will be invested by the trustees.

FINANCE

164. **Bench at Sandy Lane Amenity Area.** The BKV committee has requested that consideration be given to using the remainder of the budget (£81.85) towards the cost of re-siting the bench. The matter will be placed on the agenda when a quote has been received.

Matter of report.

165. **Benches at Coven Playing Field.** The cheapest estimates of approx £700 for a disabled friendly bench and £470 for a standard bench have been received (plus delivery and installation), this is for recycled/vandal resistant material. If the original benches are left in situ, there is only room for one additional bench. The original wooden benches were £125 each. The matter will be placed on the agenda for the next meeting.

PLANNING

1 Whiteoaks Drive, Bishop's Wood. Reply received from the enforcement officer. Copy tabled.

Members' views.

Local Plan Review- Issues and Options. Following the adoption of the SAD. There will be a review of the Local Plan. Documents received 10th October. Public consultation runs from 8th October until 30th November. Parish Councils have been asked to publicise the consultation to residents and to also make its own comments. Documents are available online, at the Parish Council offices, South Staffordshire District Council offices and Brewood Library. There will also be drop in sessions which will be advertised shortly.

Details to be placed on the Parish Council notice boards, Facebook and website.

OTHER MATTERS OF REPORT

79. **Allotments Working Party Meeting.** To receive the report of the Allotment Working Party and approve the recommendations made. Copy tabled.

197.1. **Parish Council Elections.** Members of the Policy & Partnership team would like to talk to the Parish Council about the forthcoming elections and have asked if they can attend either the next meeting 25th October or the following meeting 8th November.

Members' views.

197.2. **Remembrance Sunday.** There will be a rehearsal for Brewood's parade on 6th November at 6pm in the St Mary and St Chad's Church. The Chairman will require the names of those Parish Councillors representing the Parish Council at each church.

PLANNING APPLICATIONS CONSIDERED AT THE MEETING**HELD ON 11 OCTOBER 2018**

Application No	Proposal	Comments
18/00168/FUL	Construction of new industrial units and associated parking and servicing areas at Four Ashes Enterprise Centre, Latherford Close. (Amended plans).	Objection. Extending site beyond boundary, further into the woodland. It is setting a dangerous precedent. Too close to the river.
18/00773/FUL	The proposed application is to replace the existing 2 no semi detached houses together with the accumulative outbuildings and replace with one single dwelling and garage at Park Lodge Cottage, Park Lane, Chillington.	No objection. However, details contained on the form are incorrect; S22 is a footpath off the canal with a style and there is a stream which also incorporates the canal overflow on the boundary of the property. A covenant/ restriction should be included to ensure one building be allowed on the site