

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 25TH OCTOBER 2018 AT 7.00PM

PRESENT:

Parish Cllrs M. Alden-Court, J. Bradshaw, J. Carr, R. Dakin (Chairman for the meeting), D. Evans, J. Jeffries, K. Kearney, A. Pupino, G. Sibley, W. Sutton, R. Taylor, L. Tomkins.

APOLOGIES:

Parish Cllrs D. M. Holmes (unwell), M. Sambrook (personal), M. Webb MBE (illness).
 District Cllr J. Bolton.
 County Cllr M. Sutton.

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 11th October 2018 were approved as being an accurate record and duly signed, with the exception of item 194. Parish Cllr R. Dakin had given the Finance Report and item 197.2. should have read Remembrance Day service, not parade.

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.

198. **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.

Parish Cllr G. Sibley arrived at the meeting.

Mr T. Price of Housing Plus Group gave a presentation on the Voluntary Right to Buy Pilot scheme, which was running from August 2018 to March 2020. The pilot scheme had not had a significant impact on Brewood and Coven Parish Council.

199. **POLICE REPORT:**

PCSO Lloyd provided a copy of the Police Report from 28-09-2018 to 25-10-2018 giving current crime trends impacting on the area. PCSO Lloyd reported that a car parked on Deansfield Road, Brewwood would be moved in the near future. It was noted that leave and rest days had been cancelled due to workload. PCSO Lloyd asked that the Parish Council made an effort on social media to alert residents to lock doors and windows and report suspicious activity to 101.

Drop-in Police surgeries would be held 29th October, 12th and 19th November at Coven Post Office and 3rd November at Brewwood Library. Members were welcome to attend.

MATTERS ARISING:

181. **Coven 1st Scouts Carnival.** Request received from Coven 1st Scouts to use the playing field in School Lane for a carnival in May 2019.

The Council resolved, unanimous in favour to allow Coven 1st Scouts to use Coven playing field for a carnival, which would probably be held over the May Bank Holiday period 2019.

182. **Link Road M54 M6/M6Toll.** Information was tabled at the previous meeting. Parish Cllr G. Sibley reported that a further consultation was due to be held. Clerk to establish whether or not the Parish Council was registered as a consultee.

Matter of report.

185. **Local Plan Review.** Meeting arranged for 1 November. Correspondence received from the Clerk of Codsall Parish Council enquiring whether or not there should be a joint response from both Parish Councils.

The Council resolved, 11 in favour and 1 against to submit an individual response from the Parish Council following the meeting held on 1 November.

197.1 **Parish Council Elections.** Clerk's Report referred. Parish Cllr L. Tomkins would attend the Policy and Partnership event on 9th November.

Matter of report.

168. **Voluntary Right to Buy Pilot Scheme.** Clerk's Report referred.

Matter of report.

MATTERS ONGOING:

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

299* **Garden Villages.** Reply received from the Chief Executive of Staffordshire County Council advising that the Parish Council's concerns would be passed on to elected members. Reply received from Mr D. Heywood, copy tabled at the meeting. Clerk's Report referred. Members thanked the Clerk for obtaining the response.

Matter of report.

230* **Recording of Meetings.** Date of next meeting to be arranged for the Working Party to finalise the documents.

The Council resolved, unanimous in favour that the Clerk circulate a selection of dates for the Working Party to meet.

CORRESPONDENCE RECEIVED:

200. Parish Cllr J. Jeffries had proposed that the Parish Council considered the provision of a multi-use games area (MUGA) in Brewood.

The Council resolved, unanimous in favour that Parish Cllr J. Jeffries commission a survey to assess the playing field at Brewood to confirm if it was suitable for a MUGA. It was further resolved that Parish Cllr J. Jeffries draft an article in the next Parish Council newsletter to determine if a MUGA was required by the young people in the area.

201. Letter from South Staffordshire Council advising of the Street Homelessness Survey which would take place on Wednesday 7th November 2018.

The Council resolved, unanimous in favour that Members advise the Clerk of any known rough sleepers in the Parish on the night of 7th November.

202. Email received from the technical elections officer of South Staffordshire Council regarding consultation on the review of the Council's polling districts and polling places. Consultation would run from 15th October until 30th November. Copies circulated prior to the meeting. This may have implications for Coven Heath polling station.

The Council resolved, unanimous in favour that the matter be deferred the matter until after the Policy and Partnership event had taken place on 9th November. Parish Cllr L. Tomkins to attend.

203. Request received from Rotary Club Inner Wheel for permission to plant a peace rose in the Parish Council garden to commemorate the end of the Great War.

The Council resolved, unanimous in favour that the Rotary Club Inner Wheel be given permission to plant a peace rose in the Parish Council garden.

204. Letter received from Brewood and District Royal British Legion inviting the Parish Council to its Remembrance Day parade on 11th November. The parade would assemble on the car park in Shop Lane at 10.15am marching off at 10.30am. The service would commence at 10.45am at St Mary and St Chad Church.

Matter of report.

205. Email received from Coven Heath Community Association asking the Council's permission for the Clerk to switch on Coven Heath's Christmas lights on 1st December.

The Council resolved, unanimous in favour that the Clerk decline the offer to switch on Coven Heath's Christmas lights as it was not an appropriate role for a Parish Council employee.

206. **CORRESPONDENCE CIRCULATED:**

Bishop's Wood Bugle – autumn.

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

Cllr W. Sutton reported that Brewood Community Managed Library would be holding a Police / Parish Council drop-in surgery on 3rd November and 15th December 10:30am – 11:30am and a 2 hour Protect Yourself from Fraud session on 16th November at 2:30pm. On 13th November at 7pm West Midlands Folk Tales author event with Cath Edwards, on 24th November at 10am Tolkien reading day and on 4th December at 7pm Fireside Fables and Winter Ghosts with Cath Edwards.

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

On behalf of the Chairman, the Vice Chairman announced changes of arrangements regarding Remembrance Sunday. The Chairman would take part in the Remembrance Day parade and lay the wreath at St Mary and St Chad Church, Brewood. Parish Cllr M. Alden-Court would lay a wreath at St Mary's Roman Catholic Church, Brewood and Parish Cllr R. Dakin would lay a wreath at St Paul's Church, Coven. Members were reminded that the Chairman's Civic Service would be held on Sunday 25th November at 12:30pm. The Chairman and Clerk had visited Parish Cllr M. Webb MBE and he was recovering well. Parish Cllr M. Webb MBE had thanked Members for the card and flowers he had received. Clerk's Report referred.

209. **FINANCE REPORT:**

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

1. Income and expenditure list as at 25th October, including salary payments, **be approved**. Income £70,326.03 and expenditure (net) £13,686.88.
2. Financial Summary arising from the September bank reconciliation, **be approved**. Copies circulated prior to the meeting.
3. **Benches at Coven Playing Field**. The cheapest estimates of approx £700 for a disabled friendly bench and £470 for a standard bench had been received (plus delivery and installation), this was for recycled/vandal resistant material. The original wooden benches were £125 each. Members to consider whether to replace the existing benches with similar or recycled material.
The Council resolved, unanimous in favour that the vandalised benches be removed and replaced with two wooden benches.
4. Members considered the quote received for a 'no fires' sign at Coven playing field at a cost of £263.40 exclu. VAT.
The Council resolved, unanimous in favour that no further action be taken.

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

Parish Cllr W. Sutton left the meeting.

210. **PLANNING REPORT:**

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

Draft plans received from KRT Associates, for a new changing room at Brewood Parish Sports Association in Engleton Lane. As the building was on Parish Council land, the planning application would be submitted in the name of the Parish Council which would ensure a 50% reduction in the fees; these would be recovered from the grant.

The Council resolved, unanimous in favour that the Clerk advise KRT Associates not to submit the application until it had been approved by the Parish Council.

18/00005/OUT Outline consent for extra care self-contained 1-2 bedroomed retirement apartments that exist within a managed building which 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; at land west of A449 carriageway Stafford Road, Coven. Plans and documents were available on the website at www.sstaffs.gov.uk/planningfiles.

The Council resolved that the Parish Council object to the development due to the volume of traffic anticipated: visitors, carers, doctors. Dangerous access and egress onto a major road (A449). Inappropriate development in the Green Belt with no special reasons given.

25th October 2018

211. **CLERK'S REPORT:**

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

185. **Revised Local Plan.** Information packs were distributed to Members in order to prepare a response to the local plan at the meeting to be held on 1 November. Clerk's Report referred.

ANY OTHER MATTERS OF REPORT:

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 25th OCTOBER 2018**

MATTERS ARISING

168. **Voluntary Right to Buy Pilot Scheme.** Pegasus has advised that they will shortly be asking housing associations to tender for affordable housing and will advise the Parish Council which housing association/s have been selected.

197.1 **Parish Council Elections.** Reply received from Policy and Partnership Team advising that the information they wished to convey would now be included as part of the event scheduled for 9th November. If members wish to attend please advise the Clerk. The elections team will compile key dates and other essential information which will be distributed soon.

MATTERS ONGOING

230* **Recording of Meetings.** Date of next meeting to be arranged for the Working Party to finalise the documents.

299*. **Garden Villages.** Reply received from Mr D. Heywood, copy tabled.

103.8 **Replacement Windows/Leak.** The plumber has repaired the leak and the wall will be monitored.

OTHER MATTERS OF REPORT

185. **Revised Local Plan.** Information packs will be distributed to Members in order to prepare a response to the local plan at the meeting to be held on 1 November. There will also be 3 drop-in sessions: Wed 7th November at Wombourne Civic Centre Wednesday 14th November at Codsall Council offices and Thursday 15th November at the Haling Dene Centre, Penkridge. Sessions will run from 10 a.m. until 7p.m. Deadline for the feedback is Friday 30th November. Details have been posted to notice boards, Website and Facebook page.

Parish Cllr Mac Webb MBE has sent his thanks for the card and flowers received from the Parish Council.

PLANNING APPLICATIONS CONSIDERED AT THE MEETING

HELD ON 25 OCTOBER 2018

Application No	Proposal	Comments
18/00688/FUL	Enclose existing pergola on three sides and roof to form cover for hot tub (retrospective) at The Cedars, Church Lane, Coven.	No objection.
18/00806/FUL	Remodel the dwelling with extensions and the removal of ad-hoc alterations with detached garage (re-submission) at Norbury House, Horsebrook Lane, Brewood.	No comment.
18/00823/FUL	Single storey rear extension, first floor side extension, new porch, elevational alterations at 23 Vicarage Road, Brewood.	No objection.
18/00827/FUL	Two storey side and rear extension at 32 Oakshaw Close, Coven	No objection.
18/00844/FUL	Scaffold business and associated storage at Manor Farm, Paradise Lane, Slade Heath.	It was noted that the development is in a residential area within the Green Belt. Concern as to whether permanent planning permission had been given previously.