

**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<sup>TH</sup> NOVEMBER 2018 AT 7.00PM**

**PRESENT:**

Parish Cllrs M. Alden-Court, J. Bradshaw, J. Carr, R. Dakin, D. Evans, D. M. Holmes, J. Jeffries, K. Kearney, G. Sibley, W. Sutton, R. Taylor, L. Tomkins.

**PRESENT:**

District Cllr J. Bolton.

**APOLOGIES:**

Parish Cllrs A. Pupino (illness), M. Sambrook (illness), M Webb MBE (illness).  
 District Cllr B. Cox.  
 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.

It was noted that Parish Cllr M. Alden-Court was recording the meeting.

**MINUTES:**

The Minutes of the Council meeting held on 25<sup>th</sup> October 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.

211. **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.

No members of the public were present at the meeting.

212. **POLICE REPORT:**

A written report from the Police would be submitted at the end of the month. Parish Cllr R. Taylor advised that he had received explanations regarding his concerns raised at a previous meeting.

8<sup>th</sup> November 2018

**MATTERS ONGOING:**

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

312. **Parking on Grass Verge, Deansfield Road.** Mr Davies of Housing Plus Group had advised the Chairman that Housing Plus Group did not have access to the DVLA database to identify the owners of the vehicles concerned. There would shortly be a meeting with South Staffordshire Housing Association to review the Service Level Agreement when they would consider the next course of action. There would be new legislation in 2019 to assist land owners to remove vehicles from their land more quickly which Housing Plus group would be discussing with the Local Authority.

**Matter of report.**

97. **Development at Engleton Lane.** Reply received from South Staffordshire Council, copy circulated prior to the meeting. Copy of original letter and reply tabled at the meeting. Clerk's Report referred.

**The Council resolved, 10 in favour, 1 against and 1 abstention that the Parish Council advised Lovell Homes that it was mindful to sell the land subject to conditions regarding access and invite Lovell Homes to make an offer.**

270\*\*\* **Layby A449.** Parish Cllr L. Tomkins reported that work had commenced to turn the layby into a bus stop.

299\* **Garden Villages.** Parish Cllrs R. Dakin and J. Jeffries would attend a Tong Parish Council meeting on Monday 12<sup>th</sup> November and report back to the Parish Council.

181\* **Engleton Lane Pavement, Brewood.** Parish Cllr D. Evans requested that the Parish Council handyman clear the leaves from Engleton Lane pavement as he felt it was dangerous due to the potholes hidden by the leaves. Clerk to approach the handyman and contact South Staffordshire Council to try and arrange the road sweeper.

**It was resolved that items 270\*\*\*, 343\*\*, 157.6, 165 and 185 be removed from Matters Ongoing.**

**CORRESPONDENCE RECEIVED:**

213. Members considered the request from 1<sup>st</sup> Coven Scouts to plant several trees on The Bront.

**The Council resolved, unanimous in favour that permission be given to allow 1<sup>st</sup> Coven Scouts to plant trees on The Bront with the condition they maintain the area until the trees have established (2-3yrs).**

214. Members to arrange a date to review the Parish Council's Business Plan.

**The Council resolved, unanimous in favour that a meeting be arranged for 26<sup>th</sup> November 2018 at 2pm.**

215. Members to arrange a date for the Finance Committee to meet to review the half yearly budget and make recommendations to full council.

**The Council resolved, unanimous in favour that a meeting be arranged for 26<sup>th</sup> November 2018 immediately after the Business Plan meeting.**

216. Members to arrange a date for the Staffing Committee to meet and consider the resignation of the caretaker for Coven playing fields and to advertise for a replacement.

**The Council resolved, unanimous in favour that a meeting be arranged 15<sup>th</sup> November 2018 at 9:30am. It was further resolved that the Assistant Clerk circulate a list of current Committee and Working Party members.**

217. Members to form a working party to consider where access paths could be situated around Coven playing field, as outlined in the Precept Report from January 2018.

**The Council resolved, unanimous in favour that a Working Party consisting of Parish Cllrs J. Bradshaw, J. Carr, R. Dakin, D. M. Holmes (ex officio), A. Pupino and G. Sibley be established to discuss the access paths at Coven playing field.**

218. Members to approve the formulated response to South Staffordshire Council's Local Plan Review, tabled at the meeting.

**The Council resolved, unanimous in favour that the response to South Staffordshire Council Local Plan Review be approved, subject to minor amendments.**

219. The janitor for Sandy Lane toilets had requested that should Parish Councillors discover the toilets in an unclean state, it be reported immediately in order for him to attend as a matter of urgency.

**Matter of report.**

220. **CORRESPONDENCE CIRCULATED:**

Open Spaces Bulletin Autumn 2018.

Copy letter from Brewood resident to Staffordshire Highways regarding detritus in the brook at Horsebrook.

SPCA Annual Report and accounts statement.

Village News.

Fields in Trust Autumn Newsletter.

Brewood Civic Society minutes 15 October.

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

Cllr D. M. Holmes reminded members that the Policy and Partnership event was taking place on 9<sup>th</sup> November at South Staffordshire Council. Parish Cllr J. Jeffries reported that she was unable to attend the event as she had accepted an invitation to Wolgarston High School's Remembrance Service concert, where she would be representing the Parish Council.

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

The Chairman reminded Members who were laying a wreath on Remembrance Sunday to take a wreath home. She also reminded Members to respond to the Chairman's Civic Sunday invitation if they hadn't done so already. The Chairman had attended a special meeting held 1<sup>st</sup> November to discuss the Parish Council's response to South Staffordshire Council's Local Plan Review. On 6<sup>th</sup> November she had attended a Remembrance Sunday rehearsal at St Mary's and St Chad's Church, Brewood. The Remembrance parade would congregate at 10:15am at Brewood Royal British Legion to commence at 10:30am, in order to arrive at the Church for 10:45am, everyone was welcome. A service / vigil would be held at 7:30pm on Saturday 10<sup>th</sup> November to commemorate the ending of World War I, all were welcome to attend. Parish Cllr J. Carr would lay a wreath at St Paul's Church, Coven to represent the Parish Council as Parish Cllr R. Dakin would be representing Brewood Royal British Legion at St Mary's and St Chad's Church, Brewood. Parish Cllr M. Alden-Court would represent the Parish Council at St Mary's R.C. Church.

Parish Cllr R. Taylor reported that St Mary's and St Chad's Church bells would ring half muffled at various times during the morning on Remembrance Sunday as part of the Armistice 100. At 12:30pm, church bells across the country would ring at the same time to celebrate 100 years since the end of the World War I.

223. **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 8<sup>th</sup> November, **be approved**. Income (nil) and expenditure (net) £896.06.

**Parish Cllrs D. M. Holmes and J. Jeffries were nominated to authorise the on-line banking payments.**

224. **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.

**Parish Cllr J. Carr left the meeting.**

225. **PLAYING FIELD REPORTS:**

- Bishop's Wood playing field. No report received.
- Brewood playing field and skateboard park. Parish Cllr Mr D. Evans reported that all the equipment was in good order. The grass had been cut but not around the equipment. The Veolia sign had been replaced with a smaller sign. Parish Cllr D. Evans had established that there were two sizes for a MUGA, 38m x 18m or 35m x 17m for the court, which the north east corner could accommodate either size.
- Coven playing field and skateboard park. Parish Cllr Mr R. Dakin reported that a screw was missing from the wheel on the play sphere. The damaged benches had been removed. The tennis nets needed to be taken down.
- The Bront. Parish Cllr Mr G. Sibley reported that there was a small amount of litter and no dog fouling. All paths were passable. There was no sign of flowering Himalayan balsam. The River Penk was slightly higher than usual but flowing slowly. The small entrance gate at Poplars Farm Way was rotting and needed to be replaced. Trees were broken and hanging off in some places. Clerk to arrange removal.

226. **CLERK'S REPORT:**

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

226.1 The budget for 2019-20 would shortly be drafted, Members were requested to provide ideas for consideration for the next meeting.

226.2 The Autumn Newsletter was due therefore Members were asked to provide articles for inclusion. Parish Cllr M. Alden-Court offered to proof read the Newsletter. It was agreed that the Newsletter be entitled Spring / Summer / Autumn / Winter in future.

**ANY OTHER MATTERS OF REPORT:**

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

Sponsorship for the School Crossing Patrol, Coven.

230\* Recording of Parish Council Meetings.

8<sup>th</sup> November 2018

Actions from Allotment meeting.

There being no further business, the meeting ended at 8:10pm.

Chairman .....

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL  
TO BE HELD 8<sup>TH</sup> NOVEMBER 2018**

**MATTERS ONGOING**

97. **Development at Engleton Lane.** Reply received from South Staffordshire Council, copy circulated prior to the meeting. Copy of original letter and reply tabled. Members are requested to consider which option would be in the best interest of the Parish.

**Members' views.**

**OTHER MATTERS OF REPORT**

226.1 The budget for 2019-20 will shortly be drafted, Members are requested to provide ideas for consideration for the next meeting.

226.2 The Autumn Newsletter is due therefore Members are asked to provide articles for inclusion.

226.3 With elections due in May 2019 Members are requested to provide updated personal statements for inclusion on the web site.

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING****HELD ON 8 NOVEMBER 2018**

<b>Application No</b>	<b>Proposal</b>	<b>Comments</b>
18/00558/FUL	(Amended plans). Construction of 63 dwellings, new vehicular access off School Lane, open space, surface water attenuation and associated works at land west of School Lane, Coven.	No comment.
18/00817/FUL	Proposed single storey side and rear extension at 34 Oakshaw Close, Coven.	Objection. Although only a single storey extension, the footprint is too big for the plot.
18/00851/FUL	Porch, bay window and first floor extension to front elevation. Internal alterations structurally at 22 The Pavement, Brewood.	No objection.