

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 13TH JUNE 2019 AT 7.00PM

The meeting was recorded by the Parish Council.

The Chairman declared that the Parish Council was not responsible for any recordings that may have been made by members of the public. No members of the public declared that they did not wish to be recorded by another member of the public.

PRESENT:

Parish Cllrs M. Alden-Court, J. Bradshaw, R. Dakin, D. M. Holmes, J. Jeffries, P. Knight, A. Pupino, M. Sambrook, G. Sibley, C. Smythe, W. Sutton, R. Taylor, M. Webb MBE.

APOLOGIES:

Parish Cllrs D. Short, K. Webber.
District Cllr J. Bolton, District Cllr B. Cox, County Cllr M. Sutton.

DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND REQUESTS FOR DISPENSATION:

Parish Cllr R. Dakin had requested dispensation to speak and vote on any matters pertaining to BPSA and Coven Memorial Hall. This dispensation was granted for the forthcoming term.

Parish Cllr R. Taylor declared a non-pecuniary interest in planning application 19/00296/FUL.

MINUTES:

The Minutes of the Council meeting held on 30th May 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 had any adverse impact for the purposes of the Crime and Disorder Act 1998.

67. 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.

A Brewood resident expressed her concerns regarding the use of chemical weed killer in the Parish as she wanted to protect wild flowers and plants. The Parish Council had previously agreed to consider alternative ways to suppress weeds and the resident asked to be updated with any decisions made. The resident had contacted

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The Canal and River Trust to establish if they were responsible for the bank of land along the canal by the Bridge Inn. The Parish Council agreed to try and establish who the land owners were and for the matter to be included on a forthcoming agenda of the Parish Council.

Parish Cllr D. M. Holmes arrived at the meeting.

68. POLICE REPORT:

No Police Report received. It was reported that a Brewwood resident had recently been targeted by a 'Nottingham Knocker'. She had paid £50 by cheque which when banked had been altered to £150.

MATTERS ARISING:

16. **Appointment of Brewwood Traffic Management Working Party.** Parish Cllr P. Knight had expressed an interest in joining the Traffic Management Working Party.

The Council resolved, unanimous in favour, that Parish Cllr P. Knight join Brewwood Traffic Management Working Party.

23. **Representatives on Outside Bodies/Disclosure of Interest.** Email received from the solicitor clarifying the status of parish councillors on outside bodies and also the position regarding declarations of interest on planning applications, copies circulated prior to the meeting.

Matter of report.

60. Friends of The Bront.

The Council resolved, unanimous in favour, that Parish Cllr M. Alden-Court compile a list of volunteers and establish a wish list for The Bront and report back to the Parish Council in due course.

250** **BPSA Lease and Constitution.** Copy of the draft constitution tabled at the meeting. Clerk's Report referred.

The Council resolved, unanimous in favour, that Parish Cllr J. Jeffries circulate a selection of dates for the BPSA Working Party and BPSA representatives to meet.

243.1* **Gully Emptying Machine.** Parish Cllr R. Dakin had arranged to meet County Cllr M. Sutton in Coven on Monday 17th June. Clerk's Report referred. Parish Cllr A. Pupino would e-mail a list of problem gullies.

Matter of Report.

MATTERS ONGOING:

Members received the Matters Ongoing report, copy circulated prior to the meeting.

69* **West Midlands Interchange.** Parish Cllr J. Bradshaw attended the site visits on 3rd and 4th June and hearings on 5th and 6th June. Clerk's Report referred. Parish Cllr Bradshaw prepared a statement which was circulated prior to meeting. Parish Cllr J. Bradshaw was congratulated for her work on the report.

The Council resolved, unanimous in favour, that the statement be approved and forwarded to the Planning Inspectorate by 14th June 2019.

97. **Engleton Lane Development.** Confidential papers circulated prior to the meeting.

164. **Bench Sandy Lane, Brewwood.** Clerk to obtain further quotes.

376.8** **RADAR Lock.** Parish Cllr A. Pupino reported that work on the lock had been completed.

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312*** **Parking on Grass Verge, Deansfield Road.** Parish Cllr D. M. Holmes reported that the matter was still ongoing.

359* **Provision of a Community Bus for Localities 1 and 2.** Mr M. Jenkinson was arranging to meet with District Cllrs J. Bolton, D. M. Holmes and W. Sutton.

CORRESPONDENCE RECEIVED:

69. Data Protection policy and Information Security policy, copies circulated prior to the meeting.

The Council resolved, unanimous in favour that Data Protection policy and Information Security policy be approved and adopted.

70. Allotments Inspection to be arranged.

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

71. Email received on behalf of St Paul's First School requesting permission for them to use Coven playing field for their sports day on Monday 24th June. The school was unable to use its own field due to drainage problems.

The Council resolved, unanimous in favour, to allow St Paul's First School to use Coven playing field on 24th June.

72. The janitor for Sandy Lane WC had booked annual leave from 13th July until 20th July (inclusive). Volunteers were required to open, close and clean the toilets.

The Council resolved, unanimous in favour, that Parish Cllr P. Knight open, close and clean Sandy Lane WC.

73. **CORRESPONDENCE CIRCULATED:**

Brewood Civic Society Minutes 20th May.

SPCA Bulletin 6th June.

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

There were no reports received from District Councillors.

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

Parish Cllr J. Jeffries thanked Parish Cllr W. Sutton for information regarding Parking Buddies. Parish Cllr Jeffries had followed up the matter with the local PCSOs who were not aware of parking issues at St John's First School, Bishop's Wood or St Paul's First School, Coven. PCSOs would look at prioritising and deploying the Parking Buddies as required.

The Chairman reported that on 2nd June he had attended Codsall Civic Sunday at St Nicholas' Church. On 3rd June he had attended Coven Memorial Hall Management Committee meeting and on 5th June Community Speed Watch at Four Ashes Road, Brewood. On 6th June he met with Parish Council Members at BPSA sports ground and on 11th June attended a BPSA meeting.

76. **FINANCE REPORT:**

The Parish Council received the Finance Report from Parish Cllr M. Sambrook and resolved the following matters:

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1. Income and expenditure list as at 13th June, tabled at the meeting, **be approved**. Income £461.78 and expenditure (net) £1,605.84.
2. The report of the internal auditor and note of the recommendations made, **be received**. Copies circulated prior to the meeting.
3. The 2018/2019 end of year accounts: Income and Expenditure Account Sheet and Consolidated Balance Sheet, **be approved**. Copies circulated prior to the meeting. The Chairman and Responsible Financial Officer signed the Consolidated Balance Sheet as having been approved by the Parish Council.
4. Section 1, page 4 of the Annual Governance Statement for the financial year ending 31 March 2019, **be approved**. Copies circulated prior to the meeting. The Chairman and RFO signed the declaration confirming that there was a sound system of internal control including the preparation of the accounting statements.
5. The Annual Governance and Accountability Return and the Explanation of Significant Variances, **be approved**. Copies circulated prior to the meeting. Members were required to approve section 2 (page 5) of the Annual Governance and Accountability Return and the Chairman was required to sign page 5 at the meeting. The Internal Auditor Mr A. Toplis had completed the Internal Audit and completed the Annual Internal Audit Report.
6. Members consider the response received from Mr Howse arising from the minutes of the Finance Committee meeting recommendations of 5th April, copies circulated prior to the meeting. **Parish Cllr R. Taylor withdrew his request to attend the meeting.**
7. The caretaker (football) at Coven changing rooms was not paid out of season. However, it was necessary to check for legionella on a weekly basis for which payment may be made. Clerk's Report referred.
The Council resolved, unanimous in favour, that the caretaker be offered a one-off payment to cover water temperature testing during the summer (out of season).

64.2 **Brewood and District Voluntary Car Scheme.** Members received the accounts of Brewood and District Voluntary Car Scheme together with a statement of the status of the scheme and details of trustees. Copies circulated prior to the meeting. The Car Scheme Co-ordinator was congratulated on the smooth transition of becoming charity registered.

Matter of report.

Parish Cllrs J. Jeffries and R. Taylor were nominated to approve the online banking.

77. PLANNING REPORT:

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

The Chairman moved the suspension of Standing Order 3.w to allow the meeting to continue beyond 9pm.

294*. **18/00991/FUL Engleton Lane, Brewood.** Email received requesting that the Parish Council ask Lovell Homes to consider a road for construction traffic that does not involve heavy lorries coming along a very narrow lane (Ivyhouse/Engleton Lane).

The Council resolved, unanimous in favour, that Cllr W. Sutton forward a copy of the reports from Staffordshire County Council Highways and South Staffordshire Arboricultural Officer.

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182. **M54 to M6 Link Road.** The consultation period began 24th May and would run until 5th July. The Parish Council had been sent a statutory consultation response form from Highways England containing 16 questions appertaining to the scheme.

The Council resolved, unanimous in favour, that Members submit individual statements.

78. **CLERK'S REPORT:**

The Parish Council received the written report of the Clerk.

78.1 Email received from a resident at Coven Heath requesting permission to use the allotments car park on Saturday 15th June from 6pm.

The Council resolved, unanimous in favour that the resident be allowed to use the allotments car park on Saturday 15th June from 6pm.

79. **PLAYING FIELD REPORTS:**

Members received the written Playing Fields Reports:

- Bishop's Wood playing field. No report received. Parish Cllr M. Sambrook would submit a report on Friday 15th June 2019.
- Brewood playing field and skateboard park. Parish Cllr J. Jeffries reported that the zip-wire handle was worn and damaged. Older benches needed to be cleaned of algae and lichen. The north-east corner was waterlogged.
- Coven playing field and skateboard park. Parish Cllr R. Dakin reported that the grass had recently been cut and the playing field was looking good. The tennis courts had lots of weeds growing through the tarmac. All play equipment and outdoor exercise equipment was in good order.
- The Bront. Parish Cllr G. Sibley reported that there was no dog fouling or litter on site. A new fence and gate had been installed at Poplars Farm Way entrance. The culvert was overgrown and needed to be cut back. All paths had standing water due to the amount of rain. There was no mud but many paths were becoming overgrown. The River Penk was very high but no flooding threat.

ANY OTHER MATTERS OF REPORT:

There being no other business to discuss, the meeting ended at 9.20pm.

..... Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 13th JUNE 2019**

MATTERS ARISING

250** **BPSA Lease and Constitution.** Copy of the draft constitution tabled for information. A meeting between the working party and BPSA committee to be arranged to discuss any amendments. The lease can be signed once the terms of the constitution have been agreed.

243.1* **Gully Emptying Machine.** Parish Cllr R. Dakin has arranged to meet County Cllr M. Sutton in Coven on Monday 17th June to assess which gullies need emptying.

MATTERS ONGOING

69* **West Midlands Interchange.** Photographs of the Daventry International Rail Freight Terminal - DIRFT and some of the vacant units on the market at the moment to rent tabled at the meeting.

FINANCE

In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business, the following matter will be taken at the end of the meeting, when the public and press will be excluded:

76.7 **Payment for Water Temperature Testing at Coven Changing Rooms.** In order for a resolution to be made more quickly it may be acceptable for full Council to agree a sum payable, for approval at the next meeting.

OTHER MATTERS OF REPORT

78.1 Email received from a resident at Coven Heath requesting permission to use the allotments car park on Saturday 15th June from 6pm. She is hosting a birthday party and wants to avoid causing parking problems in Coven Heath.

Members' views.

78.3 The fencing contractors at School Lane development were using the metered water supply at Coven changing room toilet to mix concrete for the posts. The site manager has been made aware and has apologised and agreed to pay for the water used.

78.3 Updated information sheets and schedule of meetings tabled for information to replace the previous documents issued.

78.4 The Clerk will be on annual leave from 14th to 21st June.

PLANNING APPLICATIONS CONSIDERED AT THE MEETING**HELD ON 13TH JUNE 2019**

| Application No | Proposal | Comments |
|-----------------------|---|---|
| 19/00273/FUL | Erection of storage building and construction of concrete hardstanding ancillary to existing operations at PCP Gratings Ltd, including extension to site perimeter fence at PCP Gratings Limited, Enterprise Drive, Four Ashes. | No comment. |
| 19/00296/FUL | Proposed 2 bed dormer bungalow on land adjacent to no 2 Poplars Farm Way. | Objection. Over development of the site. Previous application required the plans be reduced in size by 1.2m. This has not happened. |
| 19/00416/FUL | Single storey rear extension and roof terrace at Hillcrest, Tong Road, Bishop's Wood. | No objection. |