

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 27TH 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 R. Dakin, D. M. Holmes, J. Jeffries, A. Pupino, M. Sambrook, D. Short, G. Sibley, C. Smythe, W. Sutton, M. Webb MBE, K. Webber.

IN ATTENDANCE:

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

APOLOGIES:

Parish Cllrs M. Alden-Court, J. Bradshaw, P. Knight CBE, R. Taylor.
District Cllr 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.

Parish Cllr M. Sambrook declared a non-pecuniary interest in planning item 93, 1 Whiteoaks Drive, Bishop's Wood.

MINUTES:

The Minutes of the Council meeting held on 13th June 2019 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.

Parish Cllrs D. M. Holmes, W. Sutton and District Cllr J. Bolton arrived for the meeting.

80. PUBLIC PARTICIPATION:

A Brewwood resident had spoken with representatives from The Canal and River Trust. They had agreed to re-plant the bank with wild flowers. The resident asked the Parish Council to consider ceasing to spray weed killer in and around the Parish and support the community to adopt a small section of the canal bank around the towpath and bridge 13 to plant wild flowers. The Community Foundation of Staffordshire was looking at changing the criteria for future BKV competitions.

A Brewwood resident asked the Parish Council to approach Highways regarding speeding along Shop Lane, Brewwood. County Cllr M. Sutton said he could arrange a speed and volume survey. The Parish Council was in the process of purchasing a mobile Speed Indicating Device (SID). Members agreed to include the matter on the next agenda for the Traffic Management Working Party meeting.

81. POLICE REPORT:

PCSO Price reported that he had temporarily been moved to Wombourne. There had been an increase in commercial and residential burglaries. Nine males had been arrested after attempting to steal high performance cars. PCSO Price asked Community Speed Watch members to inform him of their schedule. If available, PCSOs would meet the CSW teams on site. Parking Buddies were now at St Paul's First School, Coven and would be transferred to St John's First School, Bishop's Wood. It was schools' responsibility to purchase parking buddies if they were required.

MATTERS ARISING:

35. **Coven Traffic Management.** Members considered the recommendations of the Coven Traffic Management meeting minutes held 30th May 2019, copies circulated prior to the meeting. It was noted that work was due to commence on the street lighting at A449, Coven Heath in August 2019. Parish Cllr W. Sutton to clarify the measurement restrictions between signs in relation to the 'old people crossing' signage.
The Council resolved, unanimous in favour, that installation of double yellow lines at Poplars Farm Way be made a priority.

250** **BPSA Lease and Constitution.** Feedback from Members regarding the draft constitution (circulated at the meeting held 13th June). Clerk's Report referred.
The Council resolved, unanimous in favour, that the draft constitution be approved.

MATTERS ONGOING:

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

95*** **Rural Exception Site, Bishop's Wood.** A consultation would be held at Bishop's Wood village hall on Friday 13th September 3pm – 9pm and Saturday 14th September 10am – 2pm for everyone to attend.

243.1* **Gully Emptying Machine.** Parish Cllr R. Dakin had met with County Cllr M. Sutton to assess which gullies needed to be emptied in Coven. Clerk to forward a list of the schedule to Members.

359* **Provision of a Community Bus for Localities 1 and 2.** Cllrs D.M. Holmes and W. Sutton had met with Mr Jenkinson. No decisions had been made but a reduced service would be provided. Once the funding had been spent there would be no community bus service in Locality 2.

64*. **Health and Safety Review of Grounds Maintenance.** Members requested that a formal complaint be submitted to Entrust.

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CORRESPONDENCE RECEIVED:

82. Members reviewed the Acceptable Internet Use policy, copies circulated prior to the meeting.

The Council resolved, unanimous in favour that the policy be adopted.

83. Invitation received from Brewwood Junior Football Club for the Chairman to present trophies at Brewwood Junior Football Club Festival of Football on Sunday 23rd June 2019 at Brewwood Parish Sports Ground. The Chairman had attended.

Matter of report.

84. Email received from South Staffordshire Council requesting suggestions from the Parish Council and Local Members for an official naming and numbering scheme for the development off School Lane, Coven. A selection of three road names to be submitted by 15th July 2019. Copy of the location plan circulated prior to the meeting.

The Council resolved, unanimous in favour, that the matter be deferred to the next meeting of the Parish Council.

85. Poster received from South Staffordshire Council advertising Summer Out and About Activities 2019. Details to be displayed on the Parish Council noticeboards and Facebook page.

Matter of report.

86. Notice received from Staffordshire County Council's Highways of temporary road closure. High Green, Brewwood (canal bridge for a distance of 25m either side) would be closed from 22nd July until 16th August. Access to local properties would be available. Details to be placed on Parish Council notice boards and Facebook page. County Cllr M. Sutton to make enquiries about the diversion arrangements.

Matter of report.

87. Invitation received from Open Spaces Society to attend the Annual General Meeting, to be held at 11am on Thursday 11th July at Friend's House, Euston Road, London.

Matter of report.

88. Invitation received from Unsworthsugden Group on behalf of Lovell Homes, inviting the Chairman and up to five Members of the Parish Council to visit the site and look around the development plans during the first few weeks of July.

The Council resolved, unanimous in favour, that Coven Ward Members take preference to visit the site.

It was further resolved that the Clerk circulate a selection of dates to Members.

89. **CORRESPONDENCE CIRCULATED:**

SPCA Bulletin 30th May, 6th, 13th and 20th June.

The Bugle, Bishop's Wood.

Participation in VE Day 75.

Open Space Annual Report and Accounts 2018, Open Space Summer 2019.

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

County Cllr M. Sutton reported that six Staffordshire companies had been recognised for their contribution to business in the 2019 Queen's Award for Enterprise. The companies would receive their award from HM Lord-Lieutenant of Staffordshire, on behalf of the Queen. A woman who allegedly illegally bred and sold puppies using fake vaccination certificates and Kennel Club paperwork had been jailed for 18 months. Staffordshire County Council's Trading Standards team had worked with the Animal Welfare, Police and the RSPCA to investigate the case. 75,000 homes around Cannock Chase had the fastest superfast broadband speed at 99.7%. Work had

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started on the i54 extension. Temporary access to the compound would be via Lawn Lane and Pendeford Hall Lane. Cllr Sutton to be made aware of any HGVs using Lawn Lane. Two new care / nursing homes were to be built in Staffordshire over the next few years. A location had not yet been decided. Work had commenced on the Stafford Western access route which would provide a link between north and west of the town. The route would connect the A34 Foregate Street at the Madford Retail Park junction with A518 Newport Road via the existing Martin Drive and Kingsway. It was due to be completed by September 2021. HS2 rail proposal phase 2 had not yet been approved by Parliament. Staffordshire County Council had requested that all work on the project be stopped until approval had been received.

There were no reports received from District Councillors.

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

Parish Cllr C. Smythe reported that she had attended the SPCA New Councillor training and found it very interesting and worthwhile.

The Chairman reported that on 18th June he had met with Cllr M. Sutton in Coven to look at which gullies required attention. On 23rd June he attended Brewood Junior Football Club Festival of Football and presented trophies to the winning teams and said it was a very well organised event which was well attended. In the evening he attended Penkridge Civic Service at St Michael and All Angels Church followed by refreshments at the Hailing Dene Centre. On 19th and 28th June he had undertaken Community Speed Watch.

92. FINANCE REPORT:

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

1. Income and expenditure list as at 27th June, including salary payments, copies tabled at the meeting, **be approved**. Income £82,516.71 and expenditure (net) £9,930.21.
2. Financial Summary – Cashbook as a result of the May bank reconciliation, copies circulated prior to the meeting, **be approved**.
3. Members considered the quotes received for removal of the bench at Sandy Lane, Brewood. Clerk's Report referred.
The Council resolved, unanimous in favour to approve the quote of £185.00 to grind the legs off below block surface and reinstate the block paving.
4. The Annual Report of the Trustees of Brewood Parochial Charities (Dole Charity), **be received**.
5. The one-off payment approved at the meeting held 13th June 2019, in accordance with the Parish Council's Financial Regulations, for the out of season water temperature testing at Coven changing rooms, **be ratified**.

Parish Cllrs D. M. Holmes and J. Jeffries were nominated to approve the online banking.

93. PLANNING REPORT:

The Parish Council received the Planning Report from Parish Cllr J. Jeffries and considered the planning applications received.

1 Whiteoaks Drive, Bishop's Wood.

The Council resolved, unanimous in favour, that the condition of the plot be reported to the Enforcement Team at South Staffordshire Council.

94. CLERK'S REPORT:

The Parish Council received the written report of the Clerk.

The handyman was on annual leave from 28th June to 12th July. Members were reminded to begin their various watering duties as previously agreed.

ANY OTHER MATTERS OF REPORT:

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 would be taken at the end of the meeting, when the public and press would be excluded:

97*. **Engleton Lane Development.** Copies of documents circulated prior to the meeting.

There being no other business to discuss, the meeting ended at 8.35pm.

..... Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 27th JUNE 2019**

MATTERS ARISING

250** **BPSA Lease and Constitution.** Meeting arranged for this evening (27th June) following the Parish Council meeting. It has been noted that there may be a requirement to vary the lease between the Parish Council and the BPSA once the development at Engleton Lane is approved.

71. **St Paul's School Sports Day.** Email received from the head teacher of St Paul's First School thanking the Parish Council for allowing them to use Coven playing field for Sports Day.

MATTERS ONGOING

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:

97. **Development at Engleton Lane, Brewood.** Further queries received, copies to be tabled at the meeting. Advice sought from the consultant, awaiting reply.

FINANCE

92.3 Bench at Sandy Lane, Brewood. Email sent to Staffordshire County Council requesting confirmation that there are no underground utilities at the amenity area in Sandy Lane, below the bench, awaiting reply. The contractor has advised that it will not be necessary for him to interfere with the footpath (which would require a licence under s50 (1) of the New Roads and Street Works Act 1991) as the bench is on the amenity area, owned by the Parish Council. Presumably South Staffordshire Council would have obtained a licence (if required) when the bench was initially installed 20 years ago. The Clerk is awaiting a reply from Mr P. Spruce from Staffordshire County Council for clarification.

OTHER MATTERS OF REPORT

Martin Smith will be on annual leave from 28th June to 12th July. Members are reminded to begin their various watering duties as previously agreed.

PLANNING APPLICATIONS CONSIDERED AT THE MEETING

HELD ON 27TH JUNE 2019

Application No	Proposal	Comments
19/00365/FUL	Proposed conversion of Beauty / Hair Salon on first and second floor to 3 No. Self Contained flats. The proposed works will also include the landscaping to support additional vehicle bays at 12 Stafford Street, Brewood.	Defer until the next meeting of the Parish Council.
19/00476/FUL	Demolition of existing concrete store and change of use and extension of existing workshop/storage building to create a two bedroom single storey dwelling (approved on 18/00237/FUL) proposal to move extension 0.5m forward at land adjacent 2 Aspley Lane, Slade Heath.	No objection.