

**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> AUGUST 2019 AT 7.00PM**

This 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 J. Bradshaw, R. Dakin, J. Jeffries, P. Knight CBE, A. Pupino, M. Sambrook, D. Short, G. Sibley, C. Smythe, R. Taylor, M. Webb MBE.

**IN ATTENDANCE:**

County Cllr M. Sutton.

**APOLOGIES:**

Parish Cllrs M. Alden-Court (illness), D.M. Holmes (illness), W. Sutton (personal), K. Webber (personal).  
 District Cllr J. Bolton.

**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.

**MINUTES:**

The Minutes of the Council meeting held on 25<sup>th</sup> July 2019 were approved as being an accurate record and duly signed. It was noted that there was no graffiti in Church Road, Brewood as reported in Public Participation. Parish Cllr J. Bradshaw asked that the sentence regarding who from Gavin Williamson MP's office had attended the WMI hearings be deleted.

**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.

124. **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 number of residents from Coven expressed concern about the amount of dust at the School  
 8<sup>th</sup> August 2019

Lane development and suggested a one-way system to deal with traffic. It was recommended that the Community Speed Watch team visit School Lane, Coven.

Regarding 1 Whiteoaks Drive Bishops Wood. Parish Cllr J. Jeffries pointed out that to find out if the owner had complied with Case Reference 19/00270/TIDYUP it was necessary to note what requirements it contained. The case officer had confirmed that it was not a notice as such. District Cllr B. Cox had said in previous minutes in his opinion the occupants had gone some considerable way in complying but Parish Cllr Jeffries wished it to be noted that in her opinion it was felt the owners had not gone far enough. It was appreciated that South Staffordshire Council could not enforce a fence being put back in place, but the state of the land was still causing a nuisance to neighbours, as well as being unsightly and further complaints would be received.

#### 125. **POLICE REPORT:**

There was no Police report due for the meeting.

#### **MATTERS ARISING:**

110. The Parish Council considered the construction of a fence between Brewood Parish Sports Association ground and Brewood Cricket Club ground as there was no defined barrier.

**It was resolved unanimous in favour that Brewood Parish Sports Association investigate the cost of notices at strategic points which the Parish Council could pay for.**

**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 was taken at the end of the meeting, when the public and press were excluded:**

116. Correspondence received from Staffordshire Parish Councils Association. This matter was omitted from the previous meeting.

**It was resolved unanimous in favour that Parish Cllrs J. Jeffries and R. Taylor form a Working Party.**

#### **MATTERS ONGOING:**

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

299\*\*\* **Garden Villages.** The Shropshire Local Plan Review Consultation on Strategic Sites was available on Shropshire County Council's website and included a potential strategic site at land north of J3 of the M54. The masterplan would set out how the site could be developed into a series of connected villages, each with its own distinct character but divided by landscaping and hedgerows. It would help define the employment zone and link to the M54 and included plans for 3,000 homes and a new technology and employment hub. Consultation ran from 9<sup>th</sup> July to 1<sup>st</sup> September 2019. Posters were circulated in Bishop's Wood advising of a meeting to be held in Albrighton at the Red House on 8<sup>th</sup> August at 7pm.

**It was resolved 9 in favour, 2 abstentions that the Clerk write to Shropshire County Council and express the Parish Council's concerns regarding the plans which would impact on the historic environment and Green Belt around Bishop's Wood and urge it to favour the other preferred sites which incorporated Brown Field sites.**

**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 was taken at the end of the meeting, when the public and press were excluded:**

391\*\*\* **School Lane Development.** Confidential report circulated prior to the meeting.

**It was resolved unanimous in favour that the matter be deferred to the next meeting.**

69\*\* **West Midlands Interchange.** A link to a list of questions was supplied, forwarded via email to individual Members prior to the meeting. No questions were directed towards the Parish Council although all parties were welcome to respond. The published deadlines were 7<sup>th</sup> and 21<sup>st</sup> August. Questions posed by the inspector were mainly concerning the delay to the construction of the rail terminal. Parish Cllr J. Bradshaw to report back following the scheduled meeting between Gavin Williamson MP and the parish council collective.

**Matter of report.**

250\*\* **BPSA Constitution.** Parish Cllr W. Sutton had previously advised that the BPSA EGM would take place at 8pm on Tuesday 27<sup>th</sup> August 2019 at the Royal British Legion, Shop Lane, Brewood, when the new constitution would be considered.

**Matter of report.**

64\* **Health and Safety Review.** Email received from Chartwells' regional manager advising that the computerised system was not fully developed. If there were any concerns, he would address them immediately and offered to meet in person to discuss any issues.

**It was resolved unanimous in favour that Members forward any issues to the Clerk and the Clerk invite the regional manager to meet with the Working Party.**

109\* **Tree at Bishop's Wood Playing Field.** The resident offered to supply and erect plastic mesh fencing at his own expense, as an alternative to Heras fencing.

**It was resolved unanimous in favour that the Parish Council continued with the original plan to erect temporary Heras fencing which would be borrowed from South Staffordshire Council.**

97. **Wild Flower Planting Parishwide.** Following the visit to Brewood Park Farm, Members were requested to consider what action to take with regard to supporting the planting of wild flowers in the Parish and reducing the amount of weed killer used in public areas.

**It was resolved unanimous in favour that Parish Councillors would identify problem sites, establish ownership and agreed how to move forward.**

117. **Coven Heath Allotments.** Plastic sheeting had been sourced and laid over allotment 55.

**Matter of report.**

#### **CORRESPONDENCE RECEIVED:**

126. The Parish Council considered what action to take regarding the preservation of World War 1 graffiti in Newport Street, Brewood.

**It was resolved unanimous in favour that the Parish Council would take no action and the resident be advised to take the matter up with English Heritage.**

127. The Parish Council considered what action to take regarding speeding lorries and dust from the construction site at School Lane, Coven (Lovell Homes Development).

**It was resolved unanimous in favour that the Clerk contact Lovell Homes and request that they employ banksmen to mitigate the nuisance caused.**

128. The Parish Council considered what action to take regarding traffic calming measures in School Lane, Coven and parking opposite The Harrows Inn on the bend. County Cllr to arrange a speed and volume survey and compare the results with existing historic data.

**It was resolved unanimous in favour that a meeting of Coven Traffic Management Working Party be arranged and the matter be placed on the agenda.**

129. Email received from Housing Plus Group advising of the merger between Housing Plus Group and Stafford and Rural Homes on 1<sup>st</sup> October 2019.

**Matter of report.**

130. The Parish Council's Handyman had cleared the footpath, cut back the hedges and strimmed the weeds along 'Rainbow Alley' in Coven from Brewood Road to Church Lane, which took several days to complete.

**It was resolved unanimous in favour that the Parish Council formally thank the handyman.**

131. A Coven Heath resident had contacted Highways England regarding impaired visibility on the A449 at Coven Heath due to the infrequency of grass cutting.

**Matter of report.**

132. Email received from the community engagement officer at HMP Brinsford regarding the release on temporary licence of some approved residents into the community to assist with things like gardening, litter picking and general maintenance. They could also contribute to making recycled plant pots, bug hotels and bird houses for the local community.

**It was resolved unanimous in favour that the Clerk request further information.**

133. Notice received from Staffordshire County Council advising that Horsebrook Lane, Brewood from Stretton Villa in a northerly direction for 150m would be closed on 21 August from 9.30am until 3.30pm for works by Openreach on an overhead structure. The matter would be placed on Parish Council's notice boards and Facebook page.

**Matter of report.**

134. **CORRESPONDENCE CIRCULATED:**

Brewood Civic Society Minutes 15<sup>th</sup> July  
Wolverhampton West Magazine August edition  
SPCA Bulletin 1 August

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

County Cllr M. Sutton reported that a new £1.2m nursing home in Burton would be opened and Staffordshire County Council was investigating opening a further two in the south of the county. All three would be County Council owned.

County Cllr M. Sutton left the meeting.

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

The Chairman, Parish Cllr R. Dakin reported that he had undertaken Community Speed Watch duties during the week.

137. **FINANCE REPORT:**

To receive the Finance Report from Parish Cllr M. Sambrook and resolve the following matters:

1. The income and expenditure list as at 8<sup>th</sup> August, including salary payments (Clerk's Report referred), tabled at the meeting; income nil expenditure £289.52, **be approved.**

2. The Parish Council considered seeking quotes to re-site the bench from Deansfield Road, Brewood, to The Bront, Coven, including raising the height. To include costings for raising the height of the existing bench at The Bront.

**It was resolved unanimous in favour that the Clerk seek quotes to re-site the bench at Deansfield Road/Close, Brewood to The Bront, Coven to include raising the height. No action to be taken with regard to the existing bench at The Bront.**

3. The Parish Council considered the three quotes received for a seat in the bus shelter at Sandy Lane, Brewood, copies circulated prior to the meeting.

**It was resolved unanimous in favour that a 2.5m wooden slatted free standing seat from GW Shelter Solutions (formerly Queensbury Shelters) be accepted. Supply only, installation to be arranged by the Clerk.**

4. The Parish Council considered the three quotes received for new website provision, copies circulated prior to the meeting.

**It was resolved unanimous in favour that the quote received from Vision ICT be accepted.**

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

5. Email received from South Staffordshire Works Club requesting a donation. Copy circulated prior to the meeting.

**It was resolved unanimous in favour that no action be taken.**

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

#### 138. **PLANNING REPORT:**

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

19/00296/FUL Proposed 2 bedroom dormer bungalow at 2 Poplars Farm Way, Coven – refused.

19/00587/TREE – 39 Dean Street, Brewood. Consultation on a notification of intent to carry out tree works to trees within a Conservation Area; remove a tree adjacent to the gable end- no objection.

#### 139. **CLERK'S REPORT:**

The Parish Council received the written report of the Clerk and noted its content.

305\* **Poly Tunnel Plot 53 Coven Heath.** Permission was granted for a poly tunnel on plot 53 at Coven Heath at the meeting held 28<sup>th</sup> February 2019. The allotment caretaker reported that it exceeded the size as prescribed in the Garden Rules, 8'x6' it measured 8'x10'. Members recommended that the tenant of plot 53 be reminded of the Garden Rules and asked to reduce the size of the poly tunnel to meet conditions.

#### 140. **PLAYING FIELD REPORTS:**

The Parish Council received the Playing Fields Reports:

- Bishop's Wood playing field. Parish Cllr M. Sambrook reported verbally in the absence of Parish Cllr K. Webber that the grass required cutting and there were molehills. It was recommended that ordering of new goal posts be deferred until drainage work at the playing field was completed.
- Brewood playing field and skateboard park. Parish Cllr J. Jeffries reported verbally that there were no issues with the play equipment except that the sheath on the aerial runway seat chain was worn and may need replacing.

8<sup>th</sup> August 2019

- Coven playing field and skateboard park. Parish Cllr R. Dakin submitted a written report that there were molehills on the field, guttering brackets and joining bracket were broken on the changing rooms, the guttering required cleaning out and a tree needed cutting back as the branch was overhanging the guttering. The goal posts had been put up and the pitch marked out.
- The Bront. Parish Cllr G. Sibley submitted a written reported that there was Himalayan balsam re-emerging and recommended that a letter be sent to the nature reserve and two park home sites: Star and Brookside, requesting they tackle it. He also recommended that a letter of thanks be sent to Wolgarston High School students for their project day clearing the vegetation.

**ANY OTHER MATTERS OF REPORT:**

None received.

**The Chairman suspended standing order 3w to allow the meeting to continue beyond 9.00pm.**

**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 matters were taken at the end of the meeting, when the public and press were excluded:**

97\* **Engleton Lane Development.** Clerk’s Report referred.

There being no other business to discuss, the meeting ended at 9.15pm

..... Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL  
TO BE HELD 8<sup>th</sup> AUGUST 2019**

**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.** The committee met on 6<sup>th</sup> August. Confidential report tabled at the meeting.

**Matter of report.**

**FINANCE**

137.6 To approve the salary payments in advance for 30<sup>th</sup> August, there being no second meeting in August.

**OTHER MATTERS OF REPORT**

305\* **Poly Tunnel Plot 53 Coven Heath.** Permission was granted for a poly tunnel on plot 53 at Coven Heath at the meeting held 28<sup>th</sup> February 2019. The allotment caretaker has reported that it exceeds the size as prescribed in the Garden Rules, 8'x6' it measures 8'x10'.

**Members' views.**

There will be a Let's Work Together training session on 22<sup>nd</sup> August at South Staffordshire Council from 9am until 1pm. Areas covered are hoarding and self-neglect and adult safeguarding.

**Interested Members to advise the Clerk.**

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING**  
**HELD ON 8 AUGUST 2019**

<b>Application No</b>	<b>Proposal</b>	<b>Comment</b>
19/00111/FUL	Proposed remodel to existing dormer bungalow including two storey to side and front at Fairview, Paradise Lane, Slade Heath.	No comment.
19/00559/FUL	Single storey rear dining room extension to infill recess at 18 Deacons Field	No objection.
19/00565/FUL	Demolition of existing two storey side extension, erection of replacement two storey side extension. Single storey rear extension at Forge House, Brewood, Coven.	No objection.