

**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 10<sup>TH</sup> OCTOBER 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, R. Taylor, M. Webb MBE.

**APOLOGIES:**

Parish Cllrs M. Alden-Court (personal), D.M. Holmes (SSC meeting), C. Smythe (personal), W. Sutton (SSC meeting), K. Webber (personal).  
 District Cllrs J. Bolton and 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 Cllrs J. Jeffries and M. Sambrook declared a non-pecuniary interest in item 183. Recommendations of the Allotments Working Party.

Parish Cllr D. Short declared an interest in planning application 19/00706/VAR.

Parish Cllr R. Taylor declared a non-pecuniary interest in item 246\*\* Jacob's Ladder.

**MINUTES:**

The Minutes of the Council meeting held on 26<sup>th</sup> September 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.

177. **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.

10<sup>th</sup> October 2019

Parish Cllr J. Jeffries spoke regarding item 183. Allotment Working Party recommendations.

Parish Cllr D. Short spoke regarding planning application 19/00706/VAR.

178. **POLICE REPORT:**

There was no Police report due for the meeting. It was noted that it was Rural Crime week.

**MATTERS ARISING:**

391\*\*\* **School Lane Development, Coven.** Clerk's Report referred.

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

97\*. **Development at Engleton Lane, Brewood.** Clerk's Report referred.

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

145. **Metal Detecting Policy.** Members considered establishing a working party to discuss a metal detecting policy.

**The Council resolved, unanimous in favour, that the matter be deferred until the next meeting of the Parish Council, when more Members would be in attendance.**

162. **Flood Prevention – Hard Standings in Coven.** Confirmation received from David Pattison of South Staffordshire Council that the enforcement officer who decided to take no action on impermeable hard standings had left the council and a number of new officers had been recruited. Enforcement action would be reconsidered. Clerk to ascertain if artificial lawns required planning permission.

**Matter of report.**

164. **Bowling Club Lease.** Request to extend the lease to 28 years. Report received from Parish Cllr P. Knight, copies circulated prior to the meeting.

**The Council resolved, unanimous in favour, that:**

- **A new lease be offered to Brewood Bowling Club for a period of 35 years.**
- **Subject to the agreement of the new lease commences from the date on which Brewood Bowling Club changed its status to a company limited by guarantee.**
- **Terms of the new lease be the same as the terms for the existing lease except for any alterations that were necessary to reflect the change in status.**
- **Each party to the lease would meet its own costs.**

**MATTERS ONGOING:**

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

95\*\*\* **Rural Exception Site, Bishop's Wood.** Despite the Parish Council's objections, the entrance off Ivetsey Bank Road would still be put forward by SSHA as an option for the planning authority to determine.

246\*\*\* **Jacob's Ladder - Damage to Handrail.** The fencing to the side of the handrail was replaced and a row of shrubs planted which had failed. Parish Cllr R. Taylor had kindly offered to replant the areas to fill in the gaps and create a fuller hedge. It was noted that Parish Cllr P. Knight and the Parish Council handyman would assist Parish Cllr R. Taylor with planting.

**Matter of report.**

10<sup>th</sup> October 2019

312\*\*\* **Parking on Grass Verge, Deansfield Road.** Parish Cllr D.M. Holmes to discuss with Mr K. Davies SSHA.

**The Council resolved, unanimous in favour, that the matter be deferred until Parish Cllr D. M. Holmes was in attendance.**

291\*\* **Safer Roads Funding for Mobile Speed Indicator Device.** SID to be ordered once sites had been confirmed. Clerk's Report referred.

**Matter of Report.**

#### **CORRESPONDENCE RECEIVED:**

179. Members considered the request from Parish Cllr M. Alden-Court to join the Allotments Working Party.

**The Council resolved, unanimous in favour, that Parish Cllr M. Alden-Court be appointed to the Allotments Working Party.**

180. Complaints received regarding all day/overnight parking leading to limited parking space availability on the car park in Stafford Street, Brewood. Clerk's Report referred.

**The Council resolved, unanimous in favour, that the matter be deferred pending receipt of a planning application affecting the car park.**

181. Members considered holding parish council meetings in Coven on a quarterly basis. Arnold-Baker on Local Council Administration, chapter 7.2 Place of Meeting, tabled at the meeting.

**The Council resolved, unanimous in favour, that the matter be deferred until the next meeting of the Parish Council when Parish Cllr M. Alden-Court would be in attendance.**

182. It had been reported that the hedge in Shop Lane, Brewood had become overgrown. The Clerk had contacted South Staffordshire Housing Association to establish ownership.

**Matter of report.**

183. Members considered the recommendations of the Allotments Working Party, following the inspections carried out on 23<sup>rd</sup> September. Copy of the inspections report circulated prior to the meeting.

**The Council resolved, 5 in favour, 3 against and 2 abstentions (Parish Cllrs J. Jeffries and M. Sambrook) that recommendations of the Allotments Working Party be approved. Letter to tenant of plot 53 be circulated to Members prior to sending.**

184. Request received from the allotment holder of plot 18 for a greenhouse with dimensions 8'x 6'. Clerk's Report referred.

**The Council resolved, 8 in favour and 2 abstentions (Parish Cllrs J. Jeffries and M. Sambrook), that approval be given for an 8' x 6' greenhouse on plot 18 at Coven Heath.**

185. Email received from Brewood Tennis Club advising of its committee meeting to be held in October in advance of the AGM in November. The Parish Council no matters to raise.

**Matter of report.**

186. Email received from South Staffordshire Council regarding a Needs Assessment Survey of parishes to assess the current and future provision of indoor sports and playing pitch facilities in order to give an accurate picture of sports provision across South Staffordshire.

**The Council resolved, unanimous in favour that the Clerk and Parish Cllr M. Webb MBE complete and return the survey.**

187. Request received from Brewood Best Kept Village organisers requesting a permanent presence on the Parish Council website to update / advertise events etc on a regular basis.

**The Council resolved, 8 in favour and 2 abstentions, that BKV organisers and other local groups apply to the Parish Council on an ad hoc basis and approval be given to individual requests.**

188. **CORRESPONDENCE CIRCULATED:**

SPCA Bulletins 26<sup>th</sup> September, 3<sup>rd</sup> October.

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

No County or District Cllrs were in attendance at the meeting.

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

The Chairman, Parish Cllr R. Dakin reported that on 8<sup>th</sup> October he attended a BPSA meeting and on 9<sup>th</sup> October carried out Community Speed Watch at Four Ashes Road, Brewood, 21 motorists were logged as speeding. On 10<sup>th</sup> October he had attended a Coven Traffic Management meeting prior to the Parish Council meeting.

191. **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 10<sup>th</sup> October, to be tabled at the meeting, **be approved.** Income £25 and expenditure (net) £4,466.69.
2. Purchase of two Christmas trees and lights for the front of the Parish Council offices at a cost of £50 (£25 per set), **be approved.**
3. Parish Cllr M. Webb MBE confirmed that the Parish Council had purchased the land at Engleton Lane from Brewood Football Club for £20,750 in 1991.
4. Application for grant funding received from 2<sup>nd</sup> Brewood Scouts.  
**The Council resolved, unanimous in favour, that the matter be placed on the agenda for the meeting to set the Precept to be held in January 2020 and to request a copy of the business plan prior to the Precept meeting.**
5. Letter received from Brewood and District Voluntary Car Scheme requesting payment of the grant of £1,500 as agreed at the meeting held 9<sup>th</sup> January 2019.  
**The Council resolved, unanimous in favour, that the grant of £1,500 be approved.**

156.4 **Election Charges.** Parish Cllr R. Taylor had received a reply from David Pattison in his capacity as director of corporate governance.

**The Council resolved, unanimous in favour that the invoice for election charges as a result of the 2019 election be paid in full.**

156.7 **Brewood Music Festival Grant.** Reply received from Brewood Music Festival Committee following the letter accompanying the approval of the grant application. Copies circulated prior to the meeting. The Clerk had requested the committee's HMRC registration number.

**Matter of report.**

156.9 **Culvert at The Bront.** Email received from Mr A. Brett Staffordshire County Council's principle flood risk engineer, commending the work carried out to clear the build-up of silt at the culvert on The Bront at Poplars Farm Way, Coven, copies circulated prior to the meeting. Mr Brett had recommended some remedial action to

reverse the erosion of the river bank at the weir. Members considered which of the two suggestions to accept. Clerk's Report referred.

**The Council resolved, unanimous in favour, that 3 or 4 large boulders be used to fill in the gap at the weir.**

**Parish Cllrs A. Pupino and R. Taylor were nominated to approve the online banking.**

192. **PLANNING REPORT:**

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

It was reported that planning application 19/00647/FUL had been withdrawn.

**Parish Cllr D. Short left the room while planning application 19/00706/VAR was discussed.**

193. **CLERK'S REPORT:**

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

193.1 **Scarecrow Festival.** The chairman, or another parish councillor had been invited by St Mary's RC school to judge the children's scarecrow competition on 23<sup>rd</sup> October from 2pm until 3pm at the Jubilee Hall.

**The Council resolved, unanimous in favour that Parish Cllr R. Dakin would judge the scarecrow competition. Parish Cllr D. M. Holmes was also nominated to attend.**

193.2 **Telephone Kiosk Deansfield Close, Brewood.** Email received from South Staffordshire Council advising that 27 telephone kiosks in South Staffordshire were underutilised and would be removed; the kiosk situated at Deansfield Close, Brewood (opposite Deansfield House) had been identified for removal.

**Matter of report.**

194. **PLAYING FIELD REPORTS:**

The Parish Council received the Playing Fields Reports:

- Bishop's Wood playing field. Parish Cllr M. Sambrook would submit a report on Friday 11<sup>th</sup> October.
- Brewood playing field and skateboard park. Parish Cllr J. Jeffries would submit a report by Monday 14<sup>th</sup> October.
- Coven playing field and skateboard park. Parish Cllr R. Dakin reported that all equipment was in good order. A downpipe clip had been broken on the changing room by the meter box. The wire netting in the gate to the tennis courts had been broken.
- The Bront. Parish Cllr G. Sibley reported that Poplars Farm Way culvert had been cleared of silt. The paths through The Bront were muddy. Work had been carried out on the Himalayan balsam and there were no signs of flower heads. There had been two flood warnings issued over the last two weeks but the threat of flooding was now over.

**ANY OTHER MATTERS OF REPORT:**

Parish Cllr G. Sibley reported that Barnfield Sandbeds had been offered several trees (native species) that had outgrown their pots. The Barnfield Sandbeds Committee were currently thinning out trees to open up the canopy to encourage more ground growth. Parish Cllr Sibley asked the Parish Council if the trees could be planted at The Bront. The Council agreed that the trees could be planted at The Bront.

Matters of report for inclusion on the agenda for the next meeting:

Finance Committee meeting to be arranged to review the grant application form.

There being no other business to discuss, the meeting ended at 8:45pm.

..... Chairman

**REPORT OF THE ASSISTANT CLERK FOR THE MEETING OF THE COUNCIL  
TO BE HELD 10<sup>TH</sup> OCTOBER 2019**

**MATTERS ARISING**

391\*\*\* **School Lane Development, Coven.** Reply received, item to be deferred.

97\* **Development at Engleton Lane, Brewood.** Papers not received, item to be deferred.

**MATTERS ONGOING**

291\*\* **Safer Roads Funding for Mobile Speed Indicator Device.** SID to be ordered once sites confirmed. Delay regarding type of posts ordered. County Council to provide an update following a meeting to be held week commencing 30<sup>th</sup> September 2019.

**Matter of Report.**

**CORRESPONDENCE RECEIVED**

180. **Stafford Street Car Park – Long Stay Parking.** The car park belongs to South Staffordshire Council. There are no time restrictions on the main car park but there is a limit of 30 mins (no return within 30 mins) on the 4 spaces outside the bakery.

184. **Request for a Greenhouse.** For clarification, this is for Coven Heath allotment site.

**FINANCE**

156.9 **Culvert at The Bront.** The contractor has agreed to look at the two options proposed by Andrew Brett. Parish Cllr J. Bradshaw has advised that there are some concrete blocks at the Memorial Hall which may be suitable; the contractor will take a look at them early next week.

**OTHER MATTERS OF REPORT**

193.1 **Scarecrow Festival.** The chairman, or another parish councillor has been invited by St Mary's RC school to judge the children's scarecrow competition on 23<sup>rd</sup> October from 2pm until 3pm at the Jubilee Hall.

193.2 **Telephone Kiosk Deansfield Close, Brewood.** Email received from South Staffordshire Council advising that 27 telephone kiosks in South Staffordshire were underutilised and would be removed; the kiosk situated at Deansfield Close, Brewood (opposite Deansfield House) has been identified for removal. The Parish Council supported its retention in October 2016 as a number of elderly residents were dependent upon it. The deadline for responses is 1<sup>st</sup> November, therefore the matter will be placed on the agenda for the meeting of 31<sup>st</sup> October. In the meantime Members may wish to speak to residents to establish whether or not the kiosk is still required.

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING**

**HELD ON 10 OCTOBER 2019**

<b>Application No</b>	<b>Proposal</b>
19/00706/VAR	<p>Variation of conditions - Planning Permission <b>18/00618/FUL</b> - additional 6 caravans and amended plans for the approved amenity building at land rear of Hordern Lodge, Ball Lane, Coven Heath.</p> <p><b>Comment:</b> Objection. Excessive development in the Green Belt. Site Allocation Document Gypsy, Traveller and Travelling Showpeople states the site could contribute towards some of the District's Gypsy and Traveller pitch requirements up to 2028 to potentially accommodate 4 pitches (not 6). No reason to extend amenity block and service vehicles have no access.</p>
19/00712/FUL	<p>Rear single storey extension (re-submission of withdrawn application 19/00400/FUL) at The Field House, New Road, Slade Heath.</p> <p><b>Comment:</b> No objection.</p>
19/00715/FUL	<p>Replacement dwelling at Port Lane Cottage, Port Lane, Coven.</p> <p><b>Comment:</b> No objection. The Parish Council would be keen for developers to re-use as much original material as possible.</p>