

**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 31<sup>st</sup> OCTOBER 2019 AT 7.00PM**

This meeting was recorded by the Parish Council. 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 want to be recorded by another member of the public.

**PRESENT:**

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

**IN ATTENDANCE:**

District Cllrs J. Bolton, B. Cox, V. Jackson.  
County Cllr M. Sutton.  
PCSO Adrian Price.

**APOLOGIES:**

Parish Cllr C. Smythe (personal).

**DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND REQUESTS FOR DISPENSATION:**

There were no declarations of interest from Members, and 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. Parish Cllr D. M. Holmes represents Locality 2 at South Staffordshire Council's Planning Committee meetings, she would therefore not vote on any planning matters brought before the Parish Council. She would remain at the meeting and any views she may express would be based on the information before her at the time and these views may change in the light of further information or debate at a future South Staffordshire Council's Planning Committee meeting.

**MINUTES:**

The Minutes of the meeting of the Parish Council held on 10<sup>th</sup> October 2019 were approved as 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.

195. **PUBLIC PARTICIPATION:**

The Chairman asked if anyone wished permission to speak. No one present responded.

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## 196. POLICE REPORT:

The Parish Council received a verbal Police Report from PCSO Adrian Price. There had been three burglaries reported in the area. Two people were caught in a stolen 4x4 vehicle. One person was in custody and burglaries to dwellings had dropped. Action had been taken regarding the van parked in Poplars Farm Way, Coven; PCSO Price had contacted Highways to support double yellow lines opposite the entrance to Darelyn Park mobile home site. There had been some bogus 'chuggers' (street fundraiser) claiming to be collecting for Great Ormond Street Hospital. PCSO Price to forward a report on Rural Crime Week from the rural crime officer.

## MATTERS ARISING:

**It was resolved unanimous in favour that 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 two matters be taken at the end of the meeting, when the public and press were excluded:**

391\*\*\*      **School Lane Development, Coven.**  
97\*.         **Development at Engleton Lane, Brewood.**

137.3      **Bench at Sandy Lane Bus Shelter, Brewood.** Email received from a Brewood resident thanking the Parish Council for the installation of the new bench.  
**Matter of report.**

145.         **Metal Detecting Policy.** Deferred from previous meeting.  
**It was resolved unanimous in favour that Parish Cllrs J. Jeffries and D. M. Homes would form a working party to consider the contents to a policy.**

181.         **Holding Parish Council Meetings in Coven.** Deferred from previous meeting. The Parish Council considered holding meetings in Coven on a quarterly basis. Details of the legislation regarding the holding meetings circulated prior to the meeting.  
**It was resolved 12 in favour, 1 against, 1 abstention, that no action be taken.**

182.         **Hedge at Shop Lane, Brewood.** The overhanging hedge had been cut back following the email sent to South Staffordshire Housing Association.  
**Matter of report.**

193.2      **Removal of Telephone Kiosk Deansfield Close, Brewood.** Deferred from previous meeting. It was reported that residents had mobile telephones and land lines.  
**It was resolved unanimous in favour that the Clerk advise South Staffordshire Council that the Parish Council had no objection to the kiosk being removed.**

## MATTERS ONGOING:

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

173\*\*\*      **Footpath Hillcrest, Brewood.** The footpath was resurfaced on 21<sup>st</sup> October.  
**Matter of report.**

97.         **Wild Flower Planting.** A small area of land at the boundary of St Mary and St Chad's First School in School Road, Brewood had been identified as a potential place to plant wild flowers. It was noted that there were already wild flowers on the land.  
**It was resolved unanimous in favour that the gardener/handyman be asked to take over the maintenance and scatter some wild flower seeds on the land.**

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149. **Charging Points for Electric Vehicles.** Reply received from Staffordshire County Council, copy circulated prior to the meeting. The Clerk was advised by the leader of South Staffordshire Council that there were already some points provided in Codsall at the Co-op. Clerk to pursue the matter with the climate change officer with regard to other initiatives in South Staffordshire.

**Matter of report.**

### **CORRESPONDENCE RECEIVED:**

197. A meeting had been arranged for Friday 15<sup>th</sup> November from 2pm by the chief executive of South Staffordshire Council to discuss plans to aid communication and support stronger coordination at a community level. The Chairman would attend.

**Matter of report.**

198. The Remembrance Day Parade would take place on Sunday 10<sup>th</sup> November at the RBL headquarters in Shop Lane, Brewood, marching off at 10.30am. There was a rehearsal for standard bearers and wreath layers on 7<sup>th</sup> November at 6pm at St Mary and St Chad's Church. It was agreed that Parish Cllr R. Dakin be granted permission from the Parish Council to perform the Exhortation. Members decided who would lay wreaths at the churches in the Parish, Parish Cllrs K. Webber: Bishop's Wood, R. Dakin: St Mary and St Chad, Brewood, D.M. Holmes: St Mary's RC Brewood, G. Sibley: Coven, D. Short: Coven Heath.

**Matter of report.**

199. Letter received from the corporate leadership team of South Staffordshire Council inviting the Chairman and his spouse to the Service of Remembrance at the Council Chamber at the Council offices in Codsall on Monday 11<sup>th</sup> November. The Chairman confirmed that they would attend.

**Matter of report.**

200. Email received from Power for People a not-for-profit organisation asking for the Parish Council's support for its Local Electricity Bill campaign. Copy circulated prior to the meeting.

**It was resolved 10 in favour, 1 against and 3 abstentions that the Parish Council would support the campaign.**

201. The Parish Council received the minutes of the Coven Traffic Management Working Party held on 10<sup>th</sup> October, copy circulated prior to the meeting. It was agreed that Parish Cllr J. Bradshaw would follow up queries in relation to the minutes. With regard to the development in School Lane, the Chairman advised that the Clerk had spoken to a representative from Lovell Homes who confirmed that an environmental health officer had visited and was satisfied with the measures being taken with regard to dust from the site. No particular speeding issues had been reported. Community Speed Watch would not be able to intervene without authorisation from the Police.

**Matter of report.**

202. Invitation received from English Heritage regarding its Open Day at Boscobel House on Saturday 9<sup>th</sup> November from 11am until 3pm. Parish Cllrs M. Alden-Court, D.M. Holmes, M. Sambrook, G. Sibley and W. Sutton expressed an interest in attending.

**Matter of report.**

203. Letter received from a Coven resident concerned about an increase in the rat population on farmland owned by Marston's Brewery in Coven. The letter also referred to the lack of Parish Council meetings held in Coven, see item 181 above.

**It was resolved that the Clerk write to the resident advising that a copy of the letter would be forwarded to the environmental health officer who would be in contact.**

204. Letter received from Bishop's Wood Lights Committee inviting Parish Cllrs and staff to the lights switch on event on Friday 29<sup>th</sup> November at 6.30pm at Bishop's Wood village hall and thanking the Parish Council for its financial support of the event.

**Matter of report.**

205. Email received from the Chairman of Coven Heath Allotments Committee raising a number of concerns at the allotment site, in particular overhanging trees. The handyman/gardener had inspected and one of the trees had since been cut back, the other was too large for him to tackle.

**It was resolved that the Clerk would seek quotes for pruning the tree and the matters to be placed on the agenda for the next meeting of the Allotments Working Party.**

206. Two 'Dog Poo Buddies' were donated by South Staffordshire Council.

**It was resolved that the buddies be placed at the entrance to Barnfield Sandbeds in Orams Lane and in Vicarage Road, Brewood in the first instance.**

207. Email received from South Staffordshire Council's strategic planning team regarding Cannock Chase Special Area of Conservation (SAC). Consultation ran until 29<sup>th</sup> November. There were two plans which set out how they would improve the infrastructure of Cannock Chase, including car parks, footpaths and visitor centres.

**It was resolved that comments be forwarded to the Clerk to be fed back by 29<sup>th</sup> November.**

208. Email received from Coven Heath Community Association regarding extending the Christmas lights cable across 'public land', copy circulated prior to the meeting.

**It was resolved unanimous in favour that the Clerk write to E-ON as a matter of urgency, to ascertain who owns the electricity source.**

209. Email received from Coven Heath Community Association regarding two benches at Coven Heath and requesting that the Parish Council adopted one and replaced the other.

**It was resolved that a site visit by the Memorials Working Party be arranged.**

210. Letter received from a Brewood resident requesting permission to prune a sycamore tree overhanging her garden from the playing field in Engleton Lane, Brewood.

**It was resolved unanimous in favour that the Clerk write to the resident giving permission to prune the tree.**

#### 211. CORRESPONDENCE CIRCULATED:

SPCA Bulletins 10<sup>th</sup>, 17<sup>th</sup> and 24<sup>th</sup> October.

#### 212. DISTRICT/COUNTY COUNCIL'S REPORT:

County Cllr M. Sutton reported that the cost of double yellow lines at Poplars Farm Way would be £4,000-£5,000, most of which was to cover the cost of a traffic order and consultation. If the scheme was the priority of the whole parish he would consider awarding a grant from next year's £7,500 providing it was match funded. He would speak to Mark Keeling regarding the yellow lines in Brewood. The earmarked gullies in Coven had all been cleared 5-6 weeks ago. Regarding sewage overflowing, foul drains were the responsibility of Severn Trent Water. The County Council gullies had coped very well with the flooding on 1 November. The County Council was prevented by law from selling vacant seats on the school buses so would provide these free of charge until new regulations came into force in the New Year. Cllr Sutton agreed to speak to Mark Keeling to put gullies in Sandy Lane, Brewood on the programme for next year.

District Cllr B. Cox introduced District Cllr V. Jackson, who was the District Cllr for Bishop's Wood. District Cllr Jackson explained that she would not be able to attend every meeting of the Parish Council.

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Parish Cllr M. Webb MBE reported that Brewood Junior Football Club had raised £900 for Compton Care at its charity game.

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

Parish Cllr R. Dakin reported that he had attended the Parish Summit at South Staffordshire Council on 11<sup>th</sup> October, carried out Community Speed Watch duties on 16<sup>th</sup> October in Poplars Farm Way, Coven when 15 speeding motorists were recorded. On 23<sup>rd</sup> October he attended the Jubilee Hall in Brewood to judge St Mary's RC school children's scarecrow competition and on 24<sup>th</sup> October he attended a working party meeting regarding Engleton Lane development.

214. **FINANCE REPORT:**

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

1. The income and expenditure list as at 31<sup>st</sup> October including salary payments, tabled at the meeting, **be approved**. Income £80,361.26 and expenditure (net) £12,237.04.
2. The cashbook summary as a result of the September Cashbook reconciliation, **be received**.
3. The Q2 budget report, **be received**.
4. The Parish Council considered the request from County Cllr M. Sutton for additional work at Bishop's Wood (flooding) to be paid for from the Parish Council's grant of £1,500. County Cllr M. Sutton explained that the additional work would not result in any additional cost to the Parish Council.  
**It was resolved unanimous in favour that the additional work be approved.**
5. The Parish Council considered the quote received of £2,470 for a custom built fence around the tree in Bishop's Wood playing field.  
**It was resolved unanimous in favour that the quote be rejected. Parish Cllr M. Sambrook to seek alternative quotes for the next meeting of the Parish Council.**  
**County Cllr M. Sutton left the meeting.**
6. Parish Cllr R. Taylor was unable to source hedging for the top of Jacob's Ladder locally (Footpath 3 through the churchyard) which resulted in the cost being substantially higher than anticipated (£100).  
**It was resolved that the matter be deferred. Parish Cllr M. Webb MBE to speak to the owner of the fence and establish if they would provide more shrubs.**
7. Email received from Brewood Bowling Club thanking the Parish Council for payment of the grant of £5,000.
8. Email received from Brewood Tennis Club thanking the Parish Council for the balance of its grant, £305.

173\*\*\* **Footpath Hillcrest, Brewood.** As previously resolved, the resurfacing would be partly funded by the Community Benefit Payment and partly by the remaining balance in the Donations Account which would then be closed.

**Parish Cllrs D.M. Holmes and A. Pupino were nominated to approve the online banking.**

215. **PLANNING REPORT:**

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

**1 Whiteoaks Drive, Bishop’s Wood.** At the previous meeting it was reported that as new enforcement officers had been appointed and as a result some old enforcement cases would be re-examined. Previously a complaint had been received regarding 1 Whiteoaks Drive, Bishop’s Wood. Parish Cllr J. Jeffries reported that a further complaint had been made 19/00560/Tidyup. Lucy Macdonald was now the case officer.

**South Staffordshire Local Plan Review.** Documents received regarding the consultation of the Local Plan which ran until 12<sup>th</sup> December 2019, copies circulated by email. Matter to be placed on the agenda for the next meeting when Members would formulate an individual response in addition to a Parish Council response.

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

216. **CLERK’S REPORT:**

There was no written report received from the Clerk.

**ANY OTHER MATTERS OF REPORT:**

Parish Cllr M. Alden-Court requested that containers on land at Lawn Lane, Coven (planning enforcement) and correspondence from the community/responses from people who had contacted their parish councillors be included on the agenda for the next meeting.

There being no other business to discuss, the meeting ended at 9:25pm.

..... Chairman

**PLANNING APPLICATIONS CONSIDERED AT THE MEETING****HELD ON 31<sup>ST</sup> OCTOBER 2019**

<b>Application No</b>	<b>Proposal</b>	<b>Comment</b>
19/00717/FUL	Single storey and first floor rear extension at 30 The Nurseries, Coven.	No objection.
19/00728/COU	Change of use of building to dwelling at the Old Pigsty, Sandy Lane, Bishop's Wood.	Objection. No special reason given for development in the Green Belt.