

BREWOOD 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 FEBRUARY 2020 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, J. Jeffries, P. Knight CBE, A. Pupino, M. Sambrook, D. Short, G. Sibley, C. Smythe, W. Sutton, R. Taylor, M. Webb MBE.

APOLOGIES:

Parish Cllr D.M. Holmes (illness).
District Cllrs J. Bolton and B Cox.

IN ATTENDANCE:

County Cllr M. Sutton.

The Clerk formally reported the resignation of K. Webber, Parish Cllr for Bishop's Wood ward.

DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND REQUESTS FOR DISPENSATION:

Parish Cllr M. Sambrook had requested dispensation to speak and vote on any matters appertaining to BPSA. This dispensation was granted for the forthcoming term. It was agreed that the matter of dispensation to discuss items relating to Brewood Parish Sports Association be placed on the agenda for the next meeting.

Parish Cllrs J. Jeffries, M. Sambrook, W. Sutton and M. Webb MBE declared a disclosable interest in item 289.

Parish Cllr P. Knight CBE declared an interest in planning application 19/00913/FUL.

MINUTES:

The Minutes of the meeting of the Parish Council held on 30th January 2020 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.

287. **PUBLIC PARTICIPATION:**

A resident from Horsebrook Lane, Brewood was concerned about pot holes on Horsebrook Lane / Shop Lane, Brewood. County Cllr M. Sutton recommended that pot holes be reported to Staffordshire County Council on-line via a simple mapping system and would show the resident how to use the system. If pot holes were not reported no action could be taken. The resident reported that there was litter along Vicarage Road, Four Ashes. Cllr W. Sutton confirmed that South Staffordshire Council were pursuing the idea of issuing a Public Service Protection Order (PSPO) to Veolia.

A resident from School Road, Brewood expressed her concern about the congestions on School Road. Members asked that the resident write in with suggestions how to improve congestion and safety along School Road and the matter be placed on the next agenda of the Traffic Management meeting.

288. **POLICE REPORT:**

No report from the Police was received.

MATTERS ARISING:

162. **Flood Prevention – Hard Standings.** Enforcement action was reconsidered for cases of impermeable hard standings in Coven. Parish Cllr W. Sutton had discussed the matter at length with the new enforcement officer at South Staffordshire Council and gave a verbal report.

The Council resolved, unanimous in favour, that the matter be placed on the agenda for the next Parish Council meeting.

MATTERS ONGOING:

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

The Council 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 (commercial interest and staffing) the following matter be taken at the end of the meeting, when the public and press would be excluded:

The Assistant Clerk left the Council Chamber while item 263. was considered.

263. **Resignation of Assistant Clerk – Terms (confidential- staffing).**

264. **Vacancy for Assistant Clerk.** Short listing to take place on Monday 17 February at 9.30am. Clerk's Report referred.

The Council resolved, 11 in favour and 1 abstention (Parish Cllr M. Webb MBE) that Parish Cllr M. Webb MBE would become a member of the Staffing Committee.

219. **Land at Lawn Lane, Coven.** Parish Cllr W. Sutton would pursue with Planning Enforcement.

69*** **West Midlands Interchange.** Letter sent to Department for Transport. Copies circulated prior to the meeting.

Matter of report.

CORRESPONDENCE RECEIVED:

289. Report received from Parish Cllr P. Knight regarding improving the drainage system at Brewood Parish Sports Association ground at Engleton Lane, Brewood. Copies circulated prior to the meeting.

The Council resolved, 10 in favour and 1 abstention (Parish Cllr R. Taylor), that the Parish Council in principal accept that the drainage of the BPSA football pitches was the Parish Council's responsibility.

The Council resolved, unanimous in favour, that the Parish Council would authorise a contractor to recommend the most appropriate type of drainage system to use.

The Council resolved, unanimous in favour, that the BPSA be requested to make initial enquiries as the availability of grants.

It was further resolved, unanimous in favour, that a Working Party consisting of Parish Cllrs J. Bradshaw, P. Knight CBE, G. Sibley and C. Smythe to work together with the BPSA.

Members thanked Parish Cllr P. Knight CBE for the BPSA drainage system report.

290. Proposal by Staffordshire County Council to make a Traffic Order to introduce no waiting at any time on Bargate Street and Newport Street, Brewood. Documents could be examined at Staffordshire County Council, 1 Staffordshire Place, Stafford or Brewood Library. Objections to be made no later than 4 March 2020. Copies circulated prior to the meeting.

The Council resolved, 9 in favour, 1 against and 1 abstention, that the Parish Council fully support the proposed traffic order on Bargate Street and Newport Street, Brewood.

291. Invitation to the Chairman received from South Staffordshire Council regarding Fly a Flag for the Commonwealth. There would be a small ceremony held on Monday 9th March at 10.00am at the Council offices in Codsall followed by light refreshments in the Ceremonial Suite.

Matter of report.

292. Arrangements for the funeral of Parish Cllr R. Dakin RIP. The funeral would take place on 25th February 2020 at 11.30am at St Mary and St Chad's Church, Brewood, followed by a reception at the Brewood Royal British Legion in Shop Lane. The Parish Council office would be closed on the day of the funeral as a mark of respect.

Matter of report.

253 **Chairman's Civic Service.** Clerk's Report referred. Parish Cllr M. Sambrook to speak to Mrs Dakin at an appropriate time.

293. **CORRESPONDENCE CIRCULATED:**

Road traffic orders:

Diversion of vehicular traffic in School Road, Brewood from Newport Street to Church Rd, Brewood on 16th February for one day for stop tap renewal works.

Diversion of vehicular traffic in School Lane, Coven from Greenacres to outside 31 School Lane from 17 February until 23rd February for water main renewal.

SPCA Bulletin 30th January, 6th February

Coven Heath Community Association Newsletter 7th February.

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

There was no County Council or District Council report received.

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

The Chairman reported that she had visited Parish Cllr D. M. Holmes at home who was recovering well.
13th February 2020

296. 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 13th February, **be approved**. Income £2,114.60 and expenditure (net) £1,854.47. It was noted that Coven changing rooms electricity bill was very high. Matter to be placed on the next agenda for the meeting of the Parish Council.
2. Cashbook summary as a result of the January Cashbook reconciliation, **be received**.
3. Members considered the grant application received from Bishop's Wood Village Hall Management Committee (BWVHMC), copy of report from Parish Cllr P. Knight circulated prior to the meeting. It was recommended that the Clerk ascertain whether or not the BWVHMC wished to consider take a loan from the Parish Council.
The Council resolved, 10 in favour and 1 abstention (Parish Cllr M. Alden-Court), that £4,000 be awarded to Bishop's Wood Village Hall Management Committee.
It was further resolved, unanimous in favour, that the matter of a loan be placed on the agenda for the next meeting of the Parish Council.
4. 334* **Oak Celebration Post**. Request received to add the post to the Parish Council's assets. The cost of the post was £300. The excess on the insurance policy for accidental damage, theft, malicious damage etc was £250 therefore the responsibility for repair or replacement following vandalism would fall to the Parish Council as it would not be viable to make a claim against the Council's insurance.
The Council resolved, unanimous in favour, that the Clerk contact the insurance company for further information.

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

297. PLANNING REPORT:

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

298. CLERK'S REPORT:

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

298.1 **Free Training Opportunity-Planning**. There was an opportunity to attend a free training day on Saturday 28 March. Parish Cllr D. Short would confirm if he could attend.

298.2 **Removal of Trees in Four Ashes Road, Brewood**. It was agreed that the Parish Council write to the County Council requesting that two trees be planted for every one felled in line with the Parish Council policy.

299. PLAYING FIELD REPORTS:

The Parish Council received the Playing Fields Reports:

- Bishop's Wood playing field, Parish Cllr M. Sambrook would submit a report by Monday 17th February 2020 and report on Bishop's Wood playing field in future.
- Brewood playing field and skateboard park. Parish Cllr J. Jeffries would submit a report via e-mail.
- Coven playing field and skateboard park. Parish Cllr G. Sibley reported that the bark chippings needed raking to achieve 300mm depth. The play sphere required a clean and there was lateral movement on the whirly bird roundabout.

- The Bront. Parish Cllr G. Sibley reported that a few trees had fallen during Storm Ciara but none were encroaching on to the pathways. The water at the culvert at the Poplars Farm Way entrance was high and flowing fast. The River Penk was very high and almost up to the low areas on Watershed Brook and in danger of flooding if there was more rain.

ANY OTHER MATTERS OF REPORT:

There being no other business to discuss, the meeting ended at 8:40pm.

..... Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 13th FEBRUARY 2020**

MATTERS ARISING

263. **Resignation of Assistant Clerk – Terms (confidential- staffing).**

264. **Vacancy for Assistant Clerk.** Short listing to take place on Monday 17th February at 9.30am. Members are requested to nominate another member of the Staffing Committee to shortlist and interview, who for the purpose of equality should be male, due to the absence of three members.

OTHER MATTERS OF REPORT

253 **Chairman's Civic Service.** It has been suggested that the Parish Council may wish to hold a remembrance service for the Chairman in lieu of his civic service which was due to take place on Sunday 19th January 2020. If the Parish Council is minded to do so, the matter will be placed on the agenda for the next meeting.

286.2 **Sandy Lane Toilets Power Surge.** The meter will be replaced on Fri 14th February.

298.1 **Free Training Opportunity-Planning.** There is an opportunity to attend a free training day on Saturday 28th March from 9.15am until 1.30pm at Yarnfield Park, Yarnfield, Stone. The event is targeted at new parish councillors and is limited to two from each parish council.

Interested Members' to advise the Clerk.

298.2 **Removal of Trees in Four Ashes Road, Brewood.** Workers from Staffordshire County Council have been removing trees in Four Ashes Road, following storm Ciara at the weekend. The Parish Council has received an email requesting that it write to the County Council requesting that two trees are planted for every one felled.

PLANNING APPLICATIONS CONSIDERED AT THE MEETING

HELD ON 13TH FEBRUARY 2020

Application No	Proposal	Comment
20/00053/FUL	Single storey rear extension at The Hide, School Lane, Coven.	No objection.