

**BREWOD AND COVEN PARISH COUNCIL**  
**WITH BISHOP'S WOOD AND COVEN HEATH**

**AGENDA FOR THE MEETING OF THE COUNCIL TO BE HELD ONLINE**  
**ON THURSDAY 29<sup>TH</sup> OCTOBER 2020 AT 7.00PM**

This meeting will be recorded by the Parish Council. The Parish Council is not responsible for any recordings that may be made by members of the public. If a member of the public does not wish to be recorded by another member of the public, please declare it now.

**APOLOGIES:**

To receive apologies and to approve reasons for absence.

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

To receive any declarations of interest from Members, and any 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 will therefore not vote on any planning matters brought before the Parish Council. She may remain at the meeting and any views she may express are based on the information before her at the time. These views may change in the light of further information or debate at a future South Staffordshire Council's Planning Committee meeting.

**MINUTES:**

To approve for accuracy, the Minutes of the meeting of the Parish Council held on 8<sup>th</sup> October 2020 and the Minuted of the extraordinary meeting of the Parish Council held on 22<sup>nd</sup> October 2020.

**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 is not considered that the resolutions to be moved herein will have any adverse impact for the purposes of the Crime and Disorder Act 1998.

99. **PUBLIC PARTICIPATION:**

The Chairman will move 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.

100. **POLICE REPORT:**

The PCSO has reported verbally that there had been an increase in burglaries in Wheaton Aston but arrests were made and the burglaries have ceased. The Police will not be laying any wreaths on Remembrance Sunday but any Parish Councils which have a service could lay a wreath on behalf of the Police. See item 102 below.

**MATTERS ARISING:**

58. **Naming Engleton Lane Development.** It was resolved at the previous meeting that action regarding the marketing name of the new estate in Engleton Lane, Brewood by Lovell Homes be considered.

South Staffordshire Council had previously advised that the District Council did not give names to residential housing estates, they only allotted street names.

**Members' views.**

81.4 **Brewood Christmas Lights Grant.** The meeting held on 22<sup>nd</sup> October was deemed confidential under schedule 12A of the Local Government Act 1972 (Exemption 3). The Parish Council intends to make the report public. To consider whether to publish the report with immediate effect or to delay this until after there has been a meeting with Brewood Christmas Lights Committee.

**Members' views.**

98.4 **Access to Electricity at the BPSA.**

To ratify the agreement by the BPSA committee on behalf of the Parish Council for Lovell Homes to provide and outside tap at the changing rooms in Engleton Lane.

156.5\* **Roseclaim: Entrance Markers in Bishop's Wood.** The Clerk has contacted Mr M. Keeling to arrange a site meeting in order to establish which markers are appropriate and work out the cost of the project.

**Matter of report.**

**MATTERS ONGOING:**

To receive the Matters Ongoing report, copy enclosed. The Chairman will invite Members to raise any matters ongoing as they deem necessary (for information only).

88.3\* **Youth Provision-Coven.** The Clerk from Perton Parish Council had previously provided an explanation regarding anti-social behaviour at the youth shelter in Perton. Reply received from Lovell Homes advising that they could make a small donation to the cost of providing something else for the young people in Coven. No reply received to the Clerk's email regarding the provision of an extension to the skate park, or a bike track, although the group has found an alternative site to the one demolished at Chillington. Members to consider what alternative could be provided.

**Members' views.**

253\*. **Chairmen's Civic Services.** To consider the idea to redistribute the funds to businesses affected by Covid-19.

**Members' views.**

**CORRESPONDENCE RECEIVED:**

101. Information received from the tenant of the Poor's Land regarding flooding from the A449. The ditch has been compromised by building material which may have contributed to the problem. The Parish Council is awaiting receipt of a report from the Highways Agency.

**Matter of report.**

102. The Royal British Legion has cancelled the Remembrance Day Parade this year and has advised that no church services will take place. Parish Councillors may wish to nominate councillors to lay wreaths on an individual basis on or around 8<sup>th</sup> November.

**Members' views.**

103. Email received from Lapley, Stretton and Wheaton Aston Parish Council asking whether the Parish Council was interested in becoming involved in a speed review of the A5. Costings have been sought which would be part met by South Staffordshire Council and part by neighbouring parishes. Copy of letter to Theo Clarke MP enclosed

**Members' views.**

104. **CORRESPONDENCE CIRCULATED**

SPCA Bulletin 22<sup>nd</sup> October 2020 (circulated by email prior to the meeting).

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

To receive the reports of the District and/or County Council.

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

To receive the report of the Chairman and any feedback from Councillors on courses etc attended.

107. **FINANCE REPORT:**

To receive the Finance Report from Parish Cllr C. Smythe, and resolve the following matters:

1. To approve the income and expenditure list as at 29<sup>th</sup> October, including salary payments. The cistern was loose on the ladies toilet at the Parish Council offices and also a loose toilet in one of the cubicles in the gents in Sandy Lane which have both been repaired.
2. To receive the Q2 income and expenditure report, copy enclosed.
3. To received and approve the half-yearly Budget Report, copy enclosed.
4. To receive the Cashbook Summary arising from the Bank Reconciliation for September, copy enclosed.
5. The existing BT contract has expired. The Parish Council office now has an i-cloud account and new handsets which will mean lower telephone bills. However, there has been some extra cost to set up the new system, provide two new handsets and a replacement Ethernet extender to enable a wireless connection.
6. To consider the request for a grant from Coven Christmas Lights Committee, copy enclosed.
7. To consider the request from Brewood Middle Academy (School) regarding funding for a Multi-Use-Games-Area (MUGA) on waste area adjacent to its car park. Parish Cllr M. Webb MBE may wish to report further.
8. Email received from the organiser of Rugby Tots requesting that the agreement with the Parish Council to hire Brewood playing field be extended to include provision for pre-school children on Monday mornings at Coven playing field and Tuesday mornings at Brewood playing field for one hour each day. The group currently pay £15 per session on Saturday mornings. The organiser has asked if the sessions could be agreed free of charge for a trial period.

259\* **Tree Survey – Parishwide.** The emails between South Staffordshire Council and the Parish Council were circulated to members to review the quote for the tree survey as the arbouriculturalist had identified additional works and associated costings.

**Members to agree on how to proceed.**

69.1 **Replacement Gate Bishop's Wood Playing Field.** To consider the quote received from Secure-a-Field for a replacement gate at the playing field at Bishop's Wood at a cost of £2,996.49. This company has supplied and fitted the boundary fencing at both Brewood and Coven playing fields in previous years. The Clerk has been unable to find any alternative companies to quote for this work, copy enclosed.

95.5 An electrical safety inspection was carried out at Sandy Lane toilet block. Although nothing was recommended by the electrician regarding frost protection, there was concern about the possibility of frozen pipes in the winter. The old portable heater has been removed from site. The electrician was asked to quote heaters and has quoted for two wall mounted electric heaters at a cost of £1,250. The quote also includes a surge protection

kit which should be installed regardless of whether or not the heaters are approved. Parish Cllr P. Knight may wish to speak to this item. Members to consider the quote received, copy enclosed.

95.7 Investment of Capital Received from Sale of Land. Deferred from previous meeting. See comments received from Parish Cllr P. Knight, copy enclosed.

108. **PLANNING REPORT:**

To receive the Planning Report from Parish Cllr R. Taylor and consider the planning applications received.

Consultation on tree works at 31 Newport Street, Brewood to cut back overhanging branches on an ash tree giving 3 meters clearance from/over the roof of The Hawthorns.

109. **CLERK'S REPORT:**

To receive the written report of the Clerk.

**ANY OTHER MATTERS OF REPORT:**

To receive any other matters of report for inclusion on the agenda for the next meeting if deemed appropriate.

**PLANNING APPLICATIONS TO BE CONSIDERED**

**AT THE MEETING TO BE HELD ON 29<sup>TH</sup> OCTOBER 2020**

<b>Application No</b>	<b>Proposal</b>
19/00553/FUL	AMENDED PLANS Conversion of Grade II Listed farmhouse and associated farm buildings to create residential scheme, plus associated access and landscaping works at Pearce Hay Farm Kiddemore Green Road Bishops Wood STAFFORD ST19 9AA .
20/00809/FUL	Erection of oak framed building to form garaging and garden store at Harrow Cottage School Lane Coven WOLVERHAMPTON WV9 5AN.
20/00813/FUL	Single storey side extensions and new first floor over existing bungalow at Damson Cottage Whitehouse Lane Codsall Wood WOLVERHAMPTON WV8 1QS.
20/00825/FUL	Proposed double storey side and single storey rear extensions including rear balcony at 8 Coven Mill Close Coven COVEN WV9 5HX.
19/00708/FUL	Demolition of existing workshop and erection of replacement workshop to provide showroom, reception, offices and conversion of dwelling to offices and managers accommodation and formation of car parking areas to be used in association with relocated forklift and plant/maintenance/repair/hire/sales business Bridge Farm Brinsford Lane Slade Heath WOLVERHAMPTON WV10 7PR