

**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 30<sup>TH</sup> JULY 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 25 June and 9 July 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.

**42. 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.

**43. POLICE REPORT:**

Emailed report received from PCSO Lloyd on 7 July. I've not really got much to report over the last month. Apart from minor anti-social behaviour Covid19 breaches there haven't been any crime trends to make you aware of which is good! Any incidents that have taken place have been put out on Smart Alert and any future incidents will again be put out either for witnesses or general crime prevention information.

Now the pubs have been allowed to open there may be a spike in alcohol related incidents but hopefully people will all be sensible and drink with care.

## **MATTERS ARISING:**

253\*. **Chairman's Civic Service.** Parish Cllr M. Sambrook may wish to speak to this item.

9. **Review Standing Orders (Including Dates of Ordinary Meetings).** See attached report of the Clerk. To review and approve the Parish Council's Standing Orders.

**Recommended resolution: to agree the Standing Orders as received for the meeting held on 25 June 2020.**

25. **Dates of Ordinary Meetings of the Council.** To agree the protocol for arranging dates of meetings up until 7 May 2021.

**Members' views.**

30. **Risk Assessments – Covid 19 Restrictions.** See attached report of the Clerk. The caretaker has advised that he is willing to undertake cleaning of the changing rooms.

**Recommended resolution:** To approve the recommendations of the report.

32. **Provision of Land for BMX.** The Parish Council considered the request from a local resident to provide land to construct bicycle ramps for BMX enthusiasts.

## **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).

322\*\* **Website.** The website is currently under construction. A small working party consisting of Parish Cllrs J. Bradshaw, J. Jeffries and R. Taylor has reviewed the content of the current site and begun contacting local businesses who may wish to be included on the site.

**Matter of report.**

220.1\* **Dean Street Survey.** Copies of the responses enclosed. County Cllr M. Sutton has been given the responses and may wish to meet to discuss. Clerk's Report will refer.

259\* **Tree Survey – Parishwide.** Copy of tree survey circulated prior to the meeting. It is noted that some trees require felling.

**Members' views.**

307\* **Archaeological Digs in Coven.** The group has decided to go ahead with the digs in residents' gardens and at The Bront. It is their intention to dig one or two demonstration pits beforehand, probably in late August. They have supplied the insurance certificate and a Covid-19 secure risk assessment. The first dig will be in early September.

**Matter of report.**

## **CORRESPONDENCE RECEIVED:**

44. Withdrawal of i54 Bus. Parish Cllr M. Alden-Court may wish to speak to this item.

**Members' views.**

45. Email received from the Assistant Director Community Services at South Staffordshire advising that an application for a grant from the governments flood recovery scheme was successful. Properties affected will receive £500 each and may be also entitled to 100% council tax discount for a minimum of three months if they

were displaced from their properties. Of the 35 properties impacted in February, there were 13 in Brewood and Coven (none in Bishop's Wood or Coven Heath). **Matter of report.**

46. Email received from Corporate Support Manager, Policy and Partnerships regarding grant funding for a unified digital platform, copy enclosed. The email is asking for two parishes to become pilots in the early stages of the grant application. Expressions of interest is required by the end of July. Clerk's Report will refer.

**Members' views.**

47. Email from the caretaker of Coven playing field requesting that the gate is not closed until 10pm during the summer. He has advised that there has been no trouble with young people there since Feb 2019 and he has been closing later for some time. He feels that this has reduced anti-social behaviour in other parts of Coven. The time of closure was originally brought forward several years ago to 8.30pm as recommended by the PCSO because of difficulties at the time getting young people off the field, vehicles driving on the grass and vandalism.

**Members' views.**

48. Email received from the allotment holder of 28 at Coven Heath for the building of a pergola to grow climbing plants which would be an open structure.

**Members' views.**

49. Email advising that the head teacher of Brewood Middle School has retired and suggesting that the Parish Council might award a scroll or plaque to recognise his contribution.

**Recommended resolution: that a letter and scroll with an appropriate dedication be awarded,**

50. **CORRESPONDENCE CIRCULATED:**

SPCA Training Bulletin Summer 2020

SPCA Bulletin 16 July 2020

Copy of letter to Staffordshire County Council regarding resurfacing of Kiddemore Green Road, Bishop's Wood.

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

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

52. **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.

53. **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 30<sup>th</sup> July including salary payments.
2. To receive the Income and Expenditure and Balance Sheet analysis for 2019-20.
3. To receive the Q1 2020-21 Budget Report.
4. To receive the Financial Summary –Cashbook reconciliation from June 2020.
5. To approve the renewal of the Clerk's membership of the Society of Local Council Clerks at a cost of £257.
6. Coven Heath Allotments Water Supply. It has come to light that when Water Plus took over responsibility for billing from Severn Trent in 2017, the meter at Coven Heath allotments was never included by Water Plus; although budgeted for, the bill has not been paid. This is in the process of being rectified and we await a decision from Water Plus as to whether the bill will be written off (as it was their error) or on what terms the arrears can be repaid.

54. **PLANNING REPORT:**

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

Staffordshire County Council propose to make a Traffic Order to impose a 30mph speed limit at Engleton Lane, Brewood. Objections to be received at Highway, 2 Staffordshire Place, Stafford by 19 August. Notice has been placed on the website and Parish Council notice boards.

Planning application SS.20/05/614W Change of use from a clinical waste facility to a refuse derived fuel facility and associated works at Veolia Environmental Services Ltd, Station Road, Four Ashes. Comments to be made within 21 days of the date of the order (22 July 2020).

Application by Highways England for an Order Granting Development Consent for the M54 to M6 Link Road Project. The examining authority has issued a Progress Note which sets out requests for information, an assessment of principal issues, requests to parties and response to a change request from the Applicant. The deadline for responses to the Questionnaire is 10 August. Links to the Progress Note and First Written Questions are available.

55. **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 30 JULY 2020**

Application No	Proposal
20/00313/OUT	Outline application for extra care accommodation (use class C2) in the form of 40 no. rooms/apartments within a managed building that provides onsite care facilities associated with a nursing home, the provision of a community assembly room (D2 class use) and provision of subsidiary doctor/health facilities (D1 class use). Land West A449 Carriageway Stafford Road Coven.
20/00333/FUL	Demolition of agricultural buildings, the part demolition and extension of a former pig sty to create a dwelling and the erection of garaging. Brinsford Farm, Brinsford Lane Slade Heath WV10 7PR.
20/00500/FUL	Rear First Floor Balcony at Forge House, Brewood Road, Coven WOLVERHAMPTON WV9 5BN
20/00582/FUL	Rear orangery at 52 Moors Drive, Coven, WV9 5EJ
20/00583/FUL	Single storey rear/side extension at 21 Stonebridge Road, Brewood ST19 9HB
20/00601/COU	Change of use of land to use as a residential gypsy caravan site accommodating two pitches, including laying of hardstanding and erection of two ancillary amenity buildings. Land To The Rear Of Hordern Lodge Ball Lane Coven Heath WOLVERHAMPTON WV10 7HD