

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

**AGENDA FOR THE MEETING OF THE COUNCIL TO BE HELD TO BE HELD**  
**AT BREWOOD MIDDLE ACADEMY, SCHOOL ROAD, BREWOOD**  
**ON THURSDAY 12<sup>th</sup> AUGUST 2021 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 you intend to record this meeting, please declare it now. 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.

A representative from Brewood Community Hub will speak during Public Participation.

**MINUTES:**

To approve for accuracy, the Minutes of the meeting held on 22<sup>nd</sup> July 2021.

**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.

71. **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. A planning consultant may wish to speak on a potential planning application on land off Old Stafford Road, Coven.

72. **POLICE REPORT:**

To receive the Police Report.

## **MATTERS ARISING:**

47. **Community Hub.** To consider whether or not to agree to advertise the forthcoming opening in September.  
**Members' views.**

60. **Allotment Inspection.** To receive the report from Parish Cllrs D. Short and R. Taylor following the recent inspection.

## **MATTERS ONGOING:**

The Chairman will invite Members to raise any matters ongoing as they deem necessary (for information only).

97\*\*/141.9\*\***Wild Flower Planting/Tree Planting Parishwide.** To receive and approve the notes and recommendations from the Wild Flower Planting working party meeting held on 29<sup>th</sup> July.

209\*\* **Asbestos Register.** Parish Cllr P. Knight has drafted an asbestos policy, copy enclosed.  
**Recommended resolution: That the policy be approved and adopted.**

**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 matter was taken at the end of the meeting, when the public and press were excluded:**

245.2 **Parish Council Documents.**

## **CORRESPONDENCE RECEIVED:**

73. To receive the written notice of the Clerk of her intention to take early retirement with effect from 1<sup>st</sup> November 2021 and to consider the recommendations of the Staffing Committee following the meeting held on 9<sup>th</sup> August.

**Recommended resolution: to approve the recommendations of the Staffing Committee with regard to recruitment and selection of a new clerk including approval of the advertisement content, any amendments to the Recruitment and Selection policy, job description and personnel specification.**

74. Email received from the vice chairman giving the names of pupils achieving 100% attendance over four years at Brewood Middle Academy. Two of the pupils are from Brewood.

**Members' views.**

## 75. **CORRESPONDENCE CIRCULATED**

Minutes of Brewood Civic Society meeting held 26<sup>th</sup> July

SPCA Bulletins 29<sup>th</sup> July and 5<sup>th</sup> August

Wolverhampton West magazine – summer edition

Staffordshire Wildlife Trust magazine – summer edition

Coven Heath Community Association Newsletter 21<sup>st</sup> July 2021

## 76. **DISTRICT/COUNTY COUNCIL'S REPORT:**

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

## 77. **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.

78. **FINANCE REPORT:**

To receive the Finance Report and resolve the following matters:

1. To approve the accounts payable as at 12<sup>th</sup> August 2021 including salary payments, there being no second meeting in August. **Copies to be circulated prior to the meeting.**
2. To approve the purchase of a new Union flag for the flag pole at a cost of £68.45.
3. To consider the report of the Clerk regarding parish wide tree survey works.

68.12 **Bus Shelter Seats.** Seven bus shelters have been identified for new seats, list available from the Clerk. Parish Council to decide which bus routes are currently in service and agree two shelters to have seats installed.

79. **PLANNING REPORT:**

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

21/00717/TTREE - 18 Sandy Lane Brewood Staffordshire ST19 9ET. Proposal: Tree Preservation Order 276/2016, T5 Sycamore. Fell

21/00268/FUL Installation of 3 Shepherd's Huts at Chillington Hall has been withdrawn.

80. **CLERK'S REPORT:**

To receive the written report of the Clerk.

81. **PLAYING FIELD REPORT**

To receive the written Playing Fields Reports:

- Bishop's Wood playing field from Parish Cllr R. Glover
- Brewood playing field and skateboard park from Parish Cllr J. Jeffries.
- Coven playing field and skateboard park from Parish Cllr G. Sibley.
- The Bront from Parish Cllr G. Sibley.

**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 12<sup>TH</sup> AUGUST 2021**

<b>Application No</b>	<b>Proposal</b>
21/00708/FUL	Single storey rear extension at 10 St Chad's Close Brewood
21/00755/FUL	Two storey side and rear extension with new porch at 14 Old Coach Road Bishop's Wood
21/00752/FUL	Proposed single storey rear extension, loft conversion and single storey front extension at Glenside, Dark Lane, Cross Green