

BREWOOD AND COVEN PARISH COUNCIL

WITH BISHOP'S WOOD AND COVEN HEATH

AGENDA FOR THE MEETING OF THE COUNCIL TO BE HELD AT BREWOOD MIDDLE ACADEMY, SCHOOL ROAD, BREWOOD ON THURSDAY 24TH FEBRUARY 2022 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.

MINUTES:

To approve for accuracy, the Minutes of the meeting held on 10th February 2022.

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.

191. **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.

192. **POLICE REPORT:**

To receive the Police Report subject to availability.

MATTERS ARISING:

193.1 **Use of Football Pitch at Coven.** To consider the request received from Coven United Junior Club for the use of the pitch at Coven as the club's home ground for Sunday afternoon matches. **Email circulated to members prior to the meeting.**

193.2 **Tree Planting for Queen's Platinum Jubilee.** To consider the planting of oak trees along Coven Road, Brewood as part of the Queen's Platinum Jubilee celebrations. **Parish Cllr. R. Taylor to speak to this item.**

193.3 **Annual Playground Inspections.** To consider the findings of the annual playground inspection reports. **Email circulated to members prior to the meeting.**

193.4 **Request for Greenhouse at Coven Heath Allotments.** To consider the request received for permission to erect an 8ft x 6ft greenhouse on plot 34, within garden rules.

MATTERS ONGOING:

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

117. **Assistant Clerk Recruitment.** Formal transition interview completed 17th February 2022. **Matter of Report.**

180.6 **New Computer for Clerk's Office.** To consider the purchase options regarding the updating of the Clerk's computer system. Matter deferred from meeting on 10th February 2022 to allow members to examine the report provided by Parish Cllr. M Sambrook.

CORRESPONDENCE RECEIVED:

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 will be taken at the end of the meeting, when the public and press will be excluded:

194.1 **Letter Received from the Royal British Legion.** To consider the letter received from the Royal British Legion requesting assurances regarding the renewal of their lease in 2026 and possible funding available. **Email circulated to members prior to the meeting.**

CORRESPONDENCE CIRCULATED

SPCA Bulletin 31st January, 7th and 14th February 2022

SSC Residents News Round Up 11th February 2022

NALC Chief Executive's Bulletin 11th February 2022

NALC Newsletter 16th February 2022

Civility and Respect Project Newsletter February 2022

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

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

196. **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.

197. **FINANCE REPORT:**

To receive the Finance Report from Parish Cllr M. Sambrook and resolve the following matters:

1. To approve the income and expenditure approvals list as at 24th February, including salary payments and the balancing payment due to Coven Christmas Lighting Committee. **Copies to be circulated prior to the meeting.**
2. To approve the income and expenditure transactions as a result of the bank reconciliation for January. **Email circulated to members prior to the meeting.**

3. To consider the quotations received for Portable Appliance Testing of items at the Parish Council office. **Email circulated to members prior to the meeting.**
4. To consider funding for the Clerk to attend the 'new clerk induction course' provided by Staffordshire Parish Councils' Association at a cost of £40.
5. To ratify the allotment rent of £26.25 per plot, per year, as resolved at the precept meeting on 27th January 2022. **Matter of report.**
6. To consider the grant application received from Coven Forget Me Not Club for £800 for the purchase of equipment for the Tuesday afternoon lunch and bingo sessions. **Copy of documents enclosed.**

Two Parish Councillors to be nominated to approve the online banking.

198. **PLANNING REPORT:**

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

199. **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 24TH FEBRUARY 2022**

| Application No | Proposal |
|-----------------------|---|
| 22/00082/COU | Change of use of land to use as a residential gypsy caravan site accommodating 4 pitches, including laying of hardstanding Land To The Rear Of Hordern Lodge Ball Lane Coven Heath WV10 7HD |
| 22/00097/FUL | Creation of an outdoor arena for the recreational exercise and welfare of horses at Streetway House Watling Street Stretton Staffordshire ST19 9LN |
| 22/00098/FUL | Single storey rear extension at 5 East Beeches Coven Staffordshire WV9 5EA |