

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

**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
**HELD IN THE COUNCIL OFFICES, STAFFORD STREET, BREWOOD**  
**ON THURSDAY 25<sup>TH</sup> AUGUST 2022 AT 7.00PM**

This meeting was recorded by the Parish Council. The Parish Council was not responsible for any recordings that were made by members of the public.

**PRESENT:**

Parish Cllrs., M. Alden-Court, J. Bradshaw, J. Jeffries, P. Knight CBE (Vice Chair), A. Pupino, M. Sambrook (Chair), D. Short, G. Sibley, R. Taylor, M. Webb MBE.

**IN ATTENDANCE**

District Cllr. B. Cox.

**APOLOGIES:**

Parish Cllrs. D.M. Holmes (Personal), W. Sutton (personal), District Cllr. J. Bolton, County Cllr M. Sutton.

**Passing of Christine Smythe.** Parish Cllr P. Knight and the Parish Council would send a letter to the family. There was a Moment of Silence. Parish Cllr P. Knight would inform Parish Council of funeral details.

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

Parish Cllr M. Sambrook declared a non-pecuniary interest in item 73.

Parish Cllr D. Short declared a non-pecuniary interest in item 92.5. The Parish Council resolved unanimous in favour that Parish Cllr D. Short would stay in the room during discussion.

Cllr. M. Sambrook left the room and Cllr. P. Knight as Vice Chairman took the meeting.

**73. Report received from the Chair of the Staffing Committee.** Parish Cllr. J. Jeffries outlined the next steps to recruit a Clerk as the attempt to find locum Clerk had fallen through.

**The Parish Council resolved unanimous in favour that Parish Cllr M. Sambrook would resign as Chair and become a volunteer to undertake the duties of Parish Clerk and Proper Officer with immediate effect.**

**It was further resolved unanimous in favour that the post be readvertised, on 5<sup>th</sup> September.**

**Parish Cllr. M. Sambrook returned to the meeting and handed her letter of resignation as Parish Councillor and Chair, to the Vice Chairman. This was accepted and Mrs. M. Sambrook was appointed to the post of Clerk on a voluntary basis, with immediate effect.**

**Parish Cllr R. Taylor thanked the Staffing Committee on behalf of the Parish Council for all their efforts so far on this matter.**

### **MINUTES:**

The minutes of the Parish Council meeting held on 28<sup>th</sup> July 2022 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.

### **74. PUBLIC PARTICIPATION:**

A resident of Brewood came to the meeting with 3 items to discuss.

1. Dogs being let off lead on Orams Lane prior to entering Barnfield Sandbeds.
2. Issue with overflowing and smell of dog waste bin on Orams Lane.
3. Number of cars parked on double yellow lines outside Spar shop and how it was dangerous to walkers.

**Parish Council response;** To investigate dog fouling/dogs off leads on a private road with Staffordshire County Council. Parish Cllr R. Taylor suggested to contact street scene to request that the bin be emptied every two weeks. Orams Lane was a public right of way and to investigate with the County Council and the PCSO.

A resident of Hall Farm Road, Brewood reported an issue of potholes and weeds on footpaths of Hall Farm Road. The Parish Council to communicate with handyman about spraying of weeds and for the resident to look at Staffordshire County Council / Staffordshire Highways website about reporting the potholes.

Tenants of Coven Heath Allotments came to the meeting to discuss the option of a combination lock for the allotments so tenants can go after closing time, as there was an issue with two allotment holders getting locked in and the emergency number not displayed within the allotments. One tenant would like to have chickens but only if it is agreed to have a combination lock instead of a regular padlock. The Chair advised that it was an item on the agenda later when the Council would discuss this further.

### **75. POLICE REPORT:**

No Report received.

### **MATTERS ARISING:**

**76. Rapleys LLP. Town Planning Consultancy.** On the 8<sup>th</sup> of September Rapleys would make a short presentation in public participation it was proposed that this takes place between 6.30pm and 7pm. **It was resolved unanimously in favour for the next meeting to start at 6:30pm for the presentation from Rapley's to take place during Public Participation.**

**77. Football Goals – Bishops Wood:** It was considered replacing broken football goals at the Bishops Wood Park and item 77 was deferred to link with item 64\* later in the agenda.

**The Parish Council resolved unanimous in favour that the item be deferred to be taken with item 64\*.**

78. **Parish Council Scroll Presentations.** It was proposed to purchase picture frames for presenting any future Parish Scrolls.

**The Parish Council resolved unanimous in favour that frames would be purchased.**

79. **Benches for Daryeln Park.** Parish Cllr M. Alden-Court proposed the purchase of two new benches for Daryeln Park and to remove one low unsuitable bench. Amended proposal to replace the unsuitable bench with a new one only. The money had been set aside in the precept.

**The Parish Council resolved 8 in favour and 1 abstention that one bench be purchased to replace the defective one.**

80. **Bishops Wood Play Park.** Report received from the Parish Council handyman/gardener item to be deferred to item 64\*.

**The Parish Council resolved unanimous in favour that item 80 be linked with item 64\***

81. **Trees at Residential Home at Darelyn Park.** Parish Cllr G. Silbey explained that the trees on the Bront were overhanging and causing issue to residents of Darelyn Park.

**The Parish Council resolved unanimous in favour that the Parish Council instruct a tree surgeon to attend and rectify the problem.**

82. **Parish Council Newsletter.** Parish Cllr J. Bradshaw distributed a draft copy of summer newsletter and proposed that the publications be reduced to two per year (Summer/Autumn and Winter/Spring) instead of 4 and to adopt the A5 format.

**The Parish Council resolved unanimous in favour that the two proposals be approved.**

#### **MATTERS ONGOING:**

**300\*\*\*** **BPSA Drainage.** It was proposed that the Staffordshire Football Association Advisor be invited to meet in October.

**The Parish Council resolved unanimous in favour that the Clerk arrange an onsite meeting in October including representatives of the Parish Council and BPSA.**

**64\*** **Bishops Wood Playing Field Drainage.** The Parish Council received a report from the handyman/gardener which explained that there was damage to fencing, roofing of playhouse, and exposing footing of swing and there was an issue with low bark. Andrew Brett of South Staffs County Council had informed the Parish Council that the drainage works to be completed by 31<sup>st</sup> March 2023. No start date was given or what funds were likely to be available after work was complete, however there would be some funding for improvement to the play area. It was proposed to defer any improvements relating to items 77 and 80 until the drainage work had been completed. It was considered that notices may be necessary at the park explaining the issues and that the Parish Council was monitoring the situation.

**The Parish Council resolved unanimous in favour that the proposal and to combine all items for Bishopswood Playing field together.**

**123.5 Coven Tennis Courts.** Parish Cllr P. Knight discussed the maintenance jobs required and the proposal of changing the use of the disabled toilet to a regular toilet as it was no longer suitable to be classed as a disabled toilet due to the damage.

**The Parish Council resolved unanimous in favour that the weeds be sprayed and then removed. The toilet flooring be replaced and to change the handle of the disabled toilet and keep it open as a toilet however it would no longer be a disabled facility.**

#### **CORRESPONDENCE RECEIVED:**

83. Email received on the 18<sup>th</sup> July from allotment tenant holder with regards to unattended fire.

**A letter/email was sent out to all allotment holders. No further action required.**

84. Email received from an allotment holder with regards to opening hours and keeping chickens. Parish Cllr R. Taylor proposed that the opening times stay the same but close the gates with a combination lock. Parish Council to buy the lock and give to caretaker.

**The Parish Council resolved unanimous in favour that the allotment holder be allowed to keep chickens and a combination lock be purchased for them to gain access out of opening hours.**

85. Email received from Chair of the Coven Heath Allotment Committee seeking clarity of opening hours.

**Parish Cllr G. Sibley left the meeting at 8:25pm**

86. Email received from Parish Cllr M Sambrook dated 10<sup>th</sup> August 2022. **Matter of report**

87. Letter received from Coven Heath Community Association indication of expenditure. **Matter of report.**

88. **Brewood Bowling Club Lease.** Email received with regards to Brewood Bowling Club Lease. Lease began 2 years ago; it is awaiting amendments from South Staffordshire Council's legal department. Parish Cllr P. Knight proposed to remove from South Staffordshire Council and to instruct another solicitor to amend the lease from trustee to company based and extend it to 35 years. It was also proposed that the Clerk put in a formal complaint to the Chief Executive of South Staffordshire Council. The Clerk to retrieve the documents and send an apology letter to Brewood Bowling Club. **The Parish Council resolved unanimous in favour that the Clerk was to request the lease be returned and to get quotes from three solicitors to carry out the amendments to the lease. It was also further resolved that the Clerk should put a formal complaint in writing to the Chief Executive of South Staffordshire Council.**

#### 89. **CORRESPONDENCE CIRCULATED**

None received.

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

##### 90.1 **CHAIRMANS/OTHER COUNCILLORS' REPORT:**

**Camp Bestival** Parish Cllr J. Jeffries raised the noise issues that lasted until 2am during the weekend. South Staffordshire District Council had not informed or consulted the Parish Council before the licence was granted. It was requested that the Parish Council write to the Chief Executive of District Council.

Parish Cllr J. Jeffries left leaves the meeting at 8:30pm.

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

No report received.

91. **FINANCE REPORT:**

Members received the Finance Report from Parish Cllr M. Alden-Court and resolved the following matters:

- 92.1 The income and expenditure approvals list as at 25<sup>th</sup> August 2022. **Be approved.**
- 92.2 The salaries for August 2022. **Be approved.**
- 92.3 The Bank Reconciliations for June & July 2022. **Be received.**
- 92.4 Budget Q1 Report - **To check capital expenditure of £110,000 raised by Parish Cllr. R Taylor.**
- 92.5 The grant application from Coven Heath Community Association. **Be approved 5 in favour, 1 against, 1 abstention.**
- 92.6 Quotes received for bark at Bishops Wood Playground to be put to one side until drainage work had been completed.
- 92.7 Payment of EUCA for the period of April to September 2022. **Be Approved**

Parish Cllrs R. Taylor and A. Pupino were nominated to approve the online banking.

92. **PLANNING REPORT:**

Email received of details to be considered from Parish Cllr R. Taylor and consider the planning applications received.

93. **CLERK'S REPORT:**

No Clerk's report received.

**ANY OTHER MATTERS OF REPORT:**

To put the Chairman board on to next agenda as it is out of date.  
Tennis Club netting to be placed on the next agenda.

There being no other business to discuss the meeting ended at 9:00pm.

..... Chairman

**PLANNING APPLICATIONS CONSIDERED  
AT THE MEETING HELD ON 25<sup>TH</sup> AUGUST 2022**

<b>Application No</b>	<b>Date Received</b>	<b>Proposal</b>	<b>Comments</b>
22/00664/FUL	01.08.2022	Erection of agricultural barn, access track and post and rail fence. Wild Rose House Brinsford Lane Slade Heath Staffordshire WV10 7PR	No objection
22/0068/FUL	01.08.2022	Redevelopment of Redundant Poultry Farm Complex and Detached Dwelling, removing all existing buildings and Hard standing and replacement with 3 Detached Dwellings and associated Landscape and Biodiversity Enhancements. Bungalow Farm Ivy House Lane Brewwood Staffordshire ST19 9LW	Objection – Special reasons for Green Belt. No further justification of development.
22/00723/FUL	08.08.2022	Single storey rear extension. 11 Stafford Street Brewwood Staffordshire ST19 9DX	Windows and door on rear inappropriate in design. No adverse comment.
22/00588/FUL	01.08.2022	The proposals seek planning permission for the demolition of the existing dwelling Tree Tops and the erection of 3 no. modestly sized bungalows within the overall application site that still retained The Bungalow as a separate plot of land. The proposed scheme would utilize the existing vehicle accessways but would seek to layout a public pavement round the site's frontage along the sweep of School Lane. Adjacent to each proposed bungalow would be a single bay timber framed car port. Tree Tops School Lane Coven Staffordshire 5AN	Parish Councillors Support
22/00696/FUL	01.08.2022	The repair and reinstatement works of the cladding, roofing, guttering and external	No comment

		door elements of the existing factory building. Land Adjacent Staffs And Worcs Canal Station Road Four Ashes Staffordshire WV10 7DG	
22/00639/LBC	01.08.2022	Single storey rear kitchen extension 11 Stafford Street Brewood Staffordshire ST19 9DX	Windows and door on rear inappropriate in design. No adverse comment.
22/00405/FUL	01.08.2022	AMENDED DESCRIPTION AND AMENDED PLANS RECEIVED - Proposed extensions to both sides and front porch. Retention of boundary fence. 3 Churchfield Close Coven Staffordshire WV9 5DG	Approve, more in keeping with plot size
22/00389/FUL	08.08.2022	Construction of a single storey rear flat roof extension to form a larger kitchen and living space. One glazed roof lantern with brickwork to match the existing building. 32 Four Ashes Road Brewood Staffordshire ST19 9HX	No objection
22/00625/FUL	08.08.2022	Single storey extension to gatehouse. SI Group UK Ltd Gravelly Way Four Ashes Staffordshire WV10 7BT	No comment
22/00494/FUL	03.08.2022	The application seeks to modernise the existing dwelling in its appearance and performance, providing a layout more conducive to current day family living. The existing roof is to be removed in its entirety, with the dormers omitted, and the external walls raised up to a modern flat roof. External walls are to be rendered up to the first-floor level in smooth white render with vertical Scandinavian redwood "Thermowood" above. The existing garage at the lower level is to have a new car port adjacent. The garage will	Object to street scene of area and removal of sandstone wall.  Continue to object strongly.

		<p>be rendered to match the proposed works with a new timber garage door to match the new vertical cladding on the house. The new car port will also be clad in timber to match the new vertical cladding on the house. Both the existing garage and new car port will have a new sedum green roof. In order to construct the new carport an existing sandstone wall , parallel to the highway, will be taken down and part rebuilt perpendicular to the highway. Part of the front garden will be excavated and a new retaining wall built to form the off street parking space under the carport. Access to the carport will be via existing drop kerbs.</p> <p>5 Sandy Lane Brewood Staffordshire ST19 9ET</p>	
22/00599/FUL	02.08.2022	<p>Proposed 3 no. bay carport with first floor storage over and new layout of internal driveway.</p> <p>Wild Rose House Brinsford Lane Slade Heath Staffordshire WV10 7PR</p>	No comment