

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

**AGENDA FOR THE MEETING OF THE PARISH COUNCIL**  
**TO BE HELD IN THE COUNCIL OFFICES, STAFFORD STREET, BREWOOD**  
**ON THURSDAY 29<sup>TH</sup> SEPTEMBER 2022 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 Cllrs. D. M. Holmes and W. Sutton represent Locality 2 at South Staffordshire Council's Planning Committee meetings, they will therefore not vote on any planning matters brought before the Parish Council. They may remain at the meeting and any views they may express are based on the information before them 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 8<sup>th</sup> September 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.

**96. 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.

**97. POLICE REPORT:**

To consider the Police Report is made by the Clerk to the Council. The PCSO's come into the office on a regular basis and communicate any issues within the area. It may be considered that the Clerk

can ask questions on behalf of the Council and Report back at meetings or via email. This would give more real time reports rather than a month out of date.

### **MATTERS ARISING:**

- 98. Election of Chair.** To elect a new Chair to the Council.
- 99. Dates of Council Meetings.** To consider the reduction of meetings of the Council for the new Clerk and Assistant Clerk to manage the backlog of work. Cllr. P. Knight to speak.
- 100. Declaration of Notice of Vacancy for Bishops Wood Ward.** To discuss declaring the vacancy for Parish Councillor in Bishops Wood.
- 101. Tree Management Plan.** To discuss and decide a suitable plan for the maintenance of trees within the Parish. Cllr J. Jeffries may wish to speak.
- 102. Chairmans Board.** To consider the updating of the Chairmans Board. Cllr. R. Taylor my wish to speak.
- 103. Bishops Wood Village Hall Representative.** To consider appointing the Clerk to continue as representative of the Parish Council in the absence of a Councillor being appointed for Bishops Wood Ward.
- 104. Bishops Wood Playing Field.** To appoint a responsible person for the playing field. The Council may wish to consider the Clerk to continue reporting with an appointed Councillor responsible. This would be in the absence of a Councillor being appointed for Bishops Wood Ward.
- 105. Coven Football Pitch Hire.** An employee has been appointed to the task of cleaning and unlocking the changing rooms between matches on Sundays as and when required. **Matter of Report.**
- 106. Torches for Caretakers.** To consider the purchase of torches for the caretakers. Information included in the pack.
- 107. Retirement of Brewood Park caretaker.** To consider presentation of a scroll for their contribution to the community and their service to the Council. Cllr. R. Taylor may wish to speak.
- 211.5 Rugby Tots.** Sessions re-commenced in March 2022. The Parish Council discussed the existing charge at the meeting held on 31<sup>st</sup> March 2022. The Parish Council resolved unanimous in favour that the charge be raised from £15 per session to £25 per hour with immediate effect from the 31<sup>st</sup> March. **Emails circulated prior to the meeting.**
- 81. Trees at Residential Home at DareyIn Park.** The Parish Council resolved unanimous in favour that the Parish Council instruct a tree surgeon to attend and rectify the problem. **A quote has now been received and emailed/circulated prior to the meeting.**
- 82. Parish Council Newsletter.** At the meeting of the 25<sup>th</sup> of August 2022, the Parish Council made a resolution for the publications of the Newsletter to be reduced to two per year (Summer/Autumn and Winter/Spring) instead of 4. If the Council reduces it publications to less than four publications per year, then it will result in the Council loosing quality status. **Eight Parish Councillors may wish to vote to rescind the resolution made on the 25<sup>th</sup> of August 2022.**

**84. Email received from an allotment holder with regards to opening hours and keeping chickens.**

At the meeting dated the 25<sup>th</sup> of August 2022 the Parish Council resolved unanimous in favour that a combination lock be purchased for allotment holders to gain access out of opening hours. The caretaker has advised that if he were to lock the gates at dusk with a combination padlock this would not be accessible from the inside of the allotments without climbing or leaning over the gate.

**MATTERS ONGOING:**

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

**46.2(56.6) Vacancy for Parish Councillor for Coven Ward.** To consider the candidates for co-option and elect a Councillor.

**37.5(56.7) Vacancy for Parish Councillor for Bishops Wood Ward.** To consider the candidates for co-option and elect a Councillor.

**88. Brewood Bowling Club Lease.** Response received from South Staffordshire Council's legal department.

**79. Benches for Darelyn Park.** Parish Cllr M. Alden-Court would like to discuss with the Council the resolution to purchase the benches.

**CORRESPONDENCE RECEIVED:**

**108.** Email received from Brewood Resident with regards a planning query.

**109.** Letter received from Lloyds Bank advising that the Telepay service will no longer be in operation from 31<sup>st</sup> December.

**110.** Letter received from South Staffordshire Council with regards naming of development.

**111.** Email received from a resident with regards strimming of a walkway in Coven.

**112.** Correspondence received with regards the tennis court netting at Brewood Park.

**113.** Letter received from the Valuation Office Agency. Details to be provided for Engleton Lane property.

**114.** Email received from caretaker of Coven Playing fields. To discuss the possible solution to get under the gate.

**115.** Letter received from Western Power Distribution. Offices to be closed on the 30<sup>th</sup> September. **Matter of Report.**

**116.** Letter received from Gavin Williamson MP with regards Forest of Mercia's "Trees for Climate" initiative.

**117. CORRESPONDENCE CIRCULATED**

Minutes of Brewood Civic Society  
 SPCA Training Bulletin  
 CWS Review

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

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

**119. 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.

**120. FINANCE REPORT:**

To receive the Finance Report from Parish Cllr M. Alden-Court.

**121.1.** To approve the income and expenditure approvals list as at 30<sup>th</sup> August. **Copies to be circulated prior to the meeting.**

**121.2.** To receive the Cashbook Summaries arising from the Bank Reconciliation for August, **copies to be circulated prior to the meeting.**

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

**121. PLANNING REPORT:**

To receive the Planning Report, email received of details to be considered from Parish Cllr R. Taylor (copy enclosed) and consider the planning applications received.

**122. PLAYING FIELD REPORTS:**

To receive the written Playing Fields Reports:

- Bishop's Wood playing field.
- 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.

**123. 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> SEPTEMBER 2022**

<b>Application No</b>	<b>Date Received</b>	<b>Proposal</b>	<b>Comments</b>
22/00815/FUL	25.08.22	Biodiversity enhancements. Belvide Reservoir Watling Street Stretton Staffordshire	
22/00731/FUL	25.08.22	Retrospective single storey side extension for home office and storage. Lands Off Club Lane Coven Heath Staffordshire WV10 7EW	
22/00389/FUL	23.08.22	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	
22/00756/TREE	23.08.22	Brewood Conservation Area. Fagus spp. (Beech) – Crown reduction by up to 35% Deans End 19 Newport Street Brewood Staffordshire ST19 9DT	
22/00778/TREE	23.08.22	TPO No. 124/1994 and Brewood Conservation Area: Sorbus spp. (Whitebeam- TPO) – Crown reduction on garage side to establish up to 0.75 metres clearance from building. Prunus spp. (Cherry) – Crown reduction on garage side to establish up to 0.75 metres clearance from building and Crown lift to 1.25 metres. Ornamental Cypress – Dismantle and remove. 31 Stafford Street Brewood Staffordshire ST19 9DX	
22/00779/COM	23.08.22	The variation of conditions 9 and 10 of planning permission SS.07/15/620 W to increase the permitted annual tonnage and the number of movements permitted during 1900-0700 hours at Four Ashes Materials Recovery Facility (MRF), Station Road, Four Ashes. Variation to increase permitted tonnage from 70,000tpa to 100,000tpa. Veolia Environmental Services Limited Station Road Four Ashes Staffordshire WV10 7DG	

22/00786/FUL	23.08.22	Householder Planning and Listed Building Consent Application for the introduction of a Juliet Balcony to the Master Bedroom. Rose Cottage 14 Dean Street Brewood Staffordshire ST19 9BU	
22/00787/LBC	23.08.22	Householder Planning and Listed Building Consent Application for the introduction of a Juliet Balcony to the Master Bedroom. Rose Cottage 14 Dean Street Brewood Staffordshire ST19 9BU	
22/00303/FUL	22.08.22	Retrospective application for the demolition of existing buildings and replacement with new four-bedroom dormer bungalow. Regularization of changes to permission 20/00993/FUL. Merridale Light Ash Cul De Sac Coven Staffordshire WV9 5AF	
22/00685/FUL	22.08.22	Retrospective planning application for external seated shelter located at The Harrows, Coven. The Harrows Inn Stafford Road Standeford Staffordshire WV10 7BN	
22/00797/FUL	22.08.22	Erection of detached, single storey, incidental outbuilding (retrospective) 9 Church Lane Coven Staffordshire WV9 5DE	
22/00638/FUL	22.08.22	AMENDED description, amended plans and additional information received – Retention of existing pergola and fish pond. Proposed change of use of land to domestic curtilage. Proposed extension and conversion of the existing garage to annex, erection of a single storey side garage extension to house, erection of access gates including alterations to existing front wall and railings. Kingfisher Manor Waterside Close Slade Heath Staffordshire WV10 7PT	
22/00816/FUL	05.09.22	Remodel of existing detached dwelling including part two-storey, part single storey rear extension to front, conversion of existing detached garage and replacement of detached pool house. Re-submission of application 21/00950/FUL including alterations to house roof design. Elmhurst Stable Lane Calf Heath Staffordshire WV10 7DN	
22/00723/FUL	07.09.22	Amended plans received for single storey rear extension.	

		11 Stafford Street Brewood Staffordshire ST19 9DX	
22/00639/LBC	07.09.22	Amended plans received for single storey rear kitchen extension. 11 Stafford Street Brewood Staffordshire ST19 9DX	
22/00788/FUL	12.09.22	Re-build section of collapsed garden wall with addition of brick piers. Adjacent to Somerford Hall Four Ashes Road Somerford Staffordshire ST19 9DQ	
22/00786/FUL	12.09.22	Amended plans received - Householder Planning and Listed Building Consent Application for the introduction of a Juliet Balcony to the Master Bedroom including installing full height sliding doors to the Master Bedroom and fixed glass screen to the rear of Rose Cottage. Rose Cottage 14 Dean Street Brewood Staffordshire ST19 9BU	
22/00857/FUL	21.09.22	Demolish existing timber outbuilding and erect a detached garage. The Dingle Coven Road Brewood Staffordshire ST19 9BY	