

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 20th October 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 29th 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.

124. 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.

125. POLICE REPORT:

To consider whether the Police Report should in future be 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:

- 126. Election of Vice Chair.** To elect a new Vice Chair to the Council.
- 127. Camper Jam License Variation Application.** Documents circulated prior to meeting. To discuss whether comments are submitted.
- 128. Bonfire & Fireworks at Weston Park New License.** Documents circulated prior to meeting. To discuss whether comments are submitted.
- 129. Finance Committee.** To consider the remit of the committee and arrange a meeting to consider the budget for next year and any future grant applications.
- 130. Committees and Working Parties.** To review current memberships.
- 131. Annual Governance and Accountability Return 2021/22.** We have received the signed return from the auditors and have displayed a copy of the Notice of Completion on Parish Notice Boards and Website. **Clerk to Report.**
- 132. Coven Playing Fields/Sandy Lane WC.** Caretaker will be unable to open and close facilities on Saturday 22nd October 2022. Parish Cllr G. Sibley and Parish Cllr A. Pupino to cover Coven Playing Field and Parish Cllr P. Knight to cover Sandy Lane WC. **Matter of Report**
- 133. Training.** Edge online training course for how budgets are completed in Edge software package. Both the Clerk and Assistant Clerk wish to attend at a cost of £30 + VAT each.
To arrange a meeting of the Staffing Committee to discuss future training and development of Staff.
- 134. Wild Flower Working Party.** To arrange a meeting of the working party to discuss issues within the Parish and the appropriate course of action.

MATTERS ONGOING:

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

- 101. Tree Management Plan.** Email circulated prior to meeting containing current Tree Survey. To discuss future maintenance of trees which are on Parish Council land.
- 56.3 Changing Rooms at BPSA Site.** Documents circulated prior to meeting. To obtain three quotes for work to be carried out and presented at Novembers meeting. **Matter of Report.**

135. FINANCE REPORT:

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

135.1. To approve the income and expenditure approvals list as at 20th October 2022. **Copies to be circulated prior to the meeting.**

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

135.3 Repairs to play equipment at Coven Park. To consider two quotes for repairs to be carried out on the tree house.

135.4 Brewood Christmas Lights 'little trees' order. To approve the order of 2 trees. £27.50 each

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

136. 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.

137. CLERK'S REPORT:

To receive the written report of the Clerk.

CORRESPONDENCE RECEIVED:

138. South Staffordshire Housing and Homeless Strategy 2023-2027. Consultation period to close at 12pm on Friday 21st October 2022. Email previously circulated.

139. Brewood & District Community First Responders Group. To consider the request for financial support of equipping new ambulance.

140. Rural Services Network. Request for membership. To consider if the Parish Council wish to remain members now the initial free trial has ended.

141. Severn Trent Water. Work to be carried out on Monday 24th October 2022. **Matter of Report**

142. Become a Councillor. Email received requesting we circulate on social media and other platforms literature promoting becoming a Councillor. Parish Council to decide if this should be circulated and if so where.

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:

143. Coven Heath Allotment Holder. Email received.

- 144. South Staffs Review Magazine.** Email received requesting circulation of digital format. Parish Council to decide if and how this is circulated.
- 145. South Staffordshire Council – Camp Bestival.** Email in received in response to letter sent to Chief Executive.
- 146. Use of Covert Cameras by the Public.** Email received with regards use of cameras by the public. Parish Council to consider how this information is circulated within the Parish.
- 147. SLCC.** Email received with a link to a short video on Civility and Respect. Parish Councillors have been circulated this email with the link prior to the meeting and are asked to watch as part of Councillor training. **Matter of Report**
- 148. Staffordshire Parish Council Association.** Email received with regards training.
- 149. Avian Flu Risk.** Email received with regards circulation of public information.
- 150. Plans to Help the Community.** Email received from resident asking about subsidised place for the community to go to keep warm this winter.

151. CORRESPONDENCE CIRCULATED

SPCA Bulletin
Brewood Village Community Council (Jubilee Hall) – Minutes & Agenda

152. DISTRICT/COUNTY COUNCIL'S REPORT:

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

153. 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.

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 20TH OCTOBER 2022**

Application No	Date Received and Expiry Date	Proposal	Comments
22/00857/FUL	26.09.22 18.10.22	Demolish existing timber outbuilding and erect a detached garage. The Dingle, Coven Road, Brewood, Staffordshire, ST19 9BY	

22/00494/FUL	27.09.22 11.10.22	First floor front / side extension above existing ground floor bedroom and works to modernize the existing dwelling including rendering and cladding to the exterior. 5 Sandy Lane, Brewood, Staffordshire, ST19 9ET	
22/00892/FUL	30.09.22 20.10.22	2 storey rear extension, 2 storey side extension, front bay window, new front porch and canopy roof. Proposed amendments to permissions 20/00346/FUL and 21/01275/FUL to increase size of single storey rear dining room extension and remove former loft conversion works from proposal. Application part retrospective. 61 Kiddemore Green Road, Brewood, Staffordshire, ST19 9BQ	Email received from Parish resident.
22/00891/TREE	03.10.22 17.10.22	Brewood Conservation Area; T1 Liriodendron spp. (Tulip Tree) – dismantle and remove. T2, T3 and T4 Acer spp. (Maple) x4 – dismantle and remove. Brewood CE Middle Academy, School Road, Brewood, Staffordshire, ST19 9DS	
22/00906/FUL	05.10.22 01.11.22	Proposed extension to provide first floor bathroom relocated bedroom and ground floor lounge and relocated kitchen. Granary Cottage, Dark Lane, Cross Green, Staffordshire, WV10 7PN	
22/00873/TTREE	10.10.22 19.10.22	TPO No. 31/1978: T1, Aesculus spp. (Horse Chestnut) – crown reduction by up to 50%. T2, Tilia spp. (Lime) – crown raise to 5.2 metres over highway and crown thin by 20% Three Hammers, Golf Complex, Old Stafford Road, Cross Green, Staffordshire, WV10 7PP	
22/00929/FUL	11.10.22 01.11.22	Single storey rear extension. 8 High Green, Brewood, Staffordshire, ST19 9BD	