

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 26th JANUARY 2023 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 12th January 2023.

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.

209. 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.

210. POLICE REPORT:

To receive Police Report from the Clerk.

MATTERS ARISING:

- 211. Allotment Tenancy Renewals.** To consider when renewal letters are to be sent out for 2023/24 tenancy including advising of 2024/25 rent increase agreed at the Precept meeting on the 19th January 2023.
The Parish Council to decide when the letters are to be sent out and if any additional information is to be included at this time.
- 212. Water Consumption at Coven Heath Allotments.** To consider the Report of the Clerk with regards rainfall harvesting and the possibility of installing push taps to conserve water.
The Parish Council to decide if any of the options with regards water savings are viable and if so, whether to proceed with one of the options within the Report.
- 213. Website and Businesses.** To consider the link to the website previously circulated to Councillors and whether the list should be removed and updated.
The Parish Council to decide whether the existing businesses on the Parish Council Website remain. The Parish Council may also wish to consider a policy with regards criteria if businesses are to remain going forwards.
- 214. Agenda Items.** To consider the introduction of an Agenda Item Submission Form to be used by councillors requiring items to be added to the agenda.
Members to decide whether to introduce a submission form system to enable the Clerk and her Assistant to ensure items are added with the appropriate information and given adequate time for inclusion. Members may also wish to consider amending Standing Orders to include the agenda item form to ensure the efficient production of future agendas.
- 215. Solar Speed Indicators.** To consider the additional purchase of two solar speed indicators as budgeted for in this years accounts.
Parish Councillors to decide if the quote received is to be accepted and the panels ordered.
- 216. Graffiti at Coven Changing Rooms.** There has been some graffiti at Coven Changing Rooms recently on the walls. A company has been instructed to remove the graffiti at a quoted cost of £375 + VAT.
Matter of Report

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).

- 202.3 Electrical Work BPSA Changing Rooms.** To consider the quote received for electrical work to be carried out at BPSA Changing Rooms. Parish Councillors are to note that so far only one business has been willing and able to quote for this work despite a number of businesses being contacted in order to receive the three quotes normally presented for consideration.
Parish Councillors to consider whether to proceed and authorise for work to commence and whether they are wholly or partially responsible for the repairs as per the lease agreement. The facilities are unable to be used at present.

217. 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.

218. CLERK'S REPORT:

To receive the written report of the Clerk.

219. FINANCE REPORT:

To receive the Finance Report from Parish Cllr J Bradshaw.

219.1 To approve income and expenditure list as at 26th January 2023. **Copies to be circulated prior to the meeting.**

219.2 To approve and sign cheque for the rent to Mrs E M Rhoades for the Coven Play Field of £1409

219.3 To approve for the Petrol Lawn Mower to be serviced by D&J Power Tool Repairs Ltd for an estimate cost of £70 cash on collection.

219.4 To nominate two Parish Councillors to approve the online banking.

CORRESPONDENCE RECEIVED:

220. Email received from Allotment Holder. Email received requesting the Parish Council to consider access to the Chambley Green site by adding a gateway from the road alongside.
Members to consider whether this would be possible and if the Parish Council have a right of way from the site directly to the road. Members may also wish to consider alternate options for ease of access.

221. Email received from Everyone Health. Email received asking to meet with the Council to discuss how they can help the community.
Members may wish to invite a representative from the organisation to meet with the Council.

222. CORRESPONDENCE CIRCULATED

Clerks & Councils Direct – January 2023 Issue

223. DISTRICT/COUNTY COUNCIL'S REPORT:

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

224. 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.

225. VILLAGE HALL REPORTS:

To receive the written Playing Fields Reports:

- Bishop's Wood Village Hall. Mary Sambrook
- Brewood Jubilee Hall. Parish Cllr D. M. Holmes
- Coven Memorial Hall. Cllr J. Bradshaw
- Coven Heath Community Association. Cllr D. Short.

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 THURSDAY 26th JANUARY 2023**

Application No	Date Received and Expiry Date	Proposal	Comments
22/01191/FUL	15.01.23 03.02.23	Proposed Pergola Le Nid The Firsway, Bishops Wood, Staffordshire, ST19 9AU	
22/00494/FUL	18.01.23 01.02.23	Amended Plans: 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	