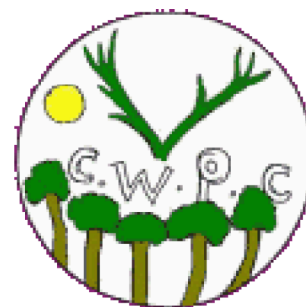


Cannock Wood Parish Council



DRAFT Minutes of the Virtual Council Meeting held on Thursday 11th February 2021 commencing at 7.30pm

PRESENT: Councillors K. Salter (Vice-Chair), P. Ansell, I. Bamford, F. Frison, A. Green, S. Janes, R. Poynton

IN ATTENDANCE: County Cllr. Phil Hewitt, resident Elizabeth Whiteley. Chris Gracey Clerk,

The Vice-Chair Cllr. Kevin Salter opened the meeting & welcomed everyone to the meeting.

1. Minute number 99/2021 Acting Chairman – The Vice-Chairman Cllr. Kevin Salter will chair this meeting.

2. Minute number 100/2021 : Apologies – District Cllr. Andrea Muckley

3. Minute number 101/2021 Declarations of interest – None

4. Minute number 102/2021 Public participation

Minute number 102/2021/A Members of the public – A resident commented on:

Minutes for 14th January 2021 do not show monetary figures for the financial statement 1st April to 31st December 2020, this was noted & will be noted in these minutes.

Earmarked & Reserve funds not shown in 2019-20 Accounts Members agreed to include £5000 for Neighbourhood Plan & the total balance of the deposit account ££4247.71 for Election expenditure, proposed by Cllr. Avril Green seconded by Cllr. Sue Janes & carried.

Minute number 102/2021/B County Cllrs. Report.– Cllr. Phil Hewitt commented that the work is still outstanding on the drains Hayfield Hill & Sycamore Hill, as well as the work at the bottom of Holly Hill Road, he didn't have a date when this work will be commence. He also commented on a resident query about the danger of the crossroads on Buds Road junction Chestall Road to pedestrians, he will look into this matter.

Cllr. Ian Bamford commented that the parish council were considering hiring a gully emptier to clear as many gullies as possible, to assist in the flooding that residents are experiencing.

Cllr. Kevin Salter(Acting-chairman) commented on HGV's using Holly Hill Road & recently caused a road block which closed the road for 1hr, causing damage to trees & hedgerows, could the problem be solved with weight restriction or signage stating the road was unsuitable for large vehicles. County Cllr. Phil Hewitt commented that a traffic order would be required to restrict vehicles, Cllr. Ian Bamford commented that a traffic survey is required to gain information about types of vehicles & their speeds. Cllr. Sue Janes commented that if the traffic is restricted on one road, they take the next nearest route, causing problems elsewhere, which may cause safety issues in areas where children might walk to play areas. Cllr Pat Ansell commented that the areas has had heavy traffic issues for a while and a traffic survey is required. County Cllr. Phil Hewitt left the meeting at 8pm

Minute number 102/2021/C District Councillors Report. – None

5. Minute number 103/2021 To confirm and agree as a true record of the minutes of the previous Parish Council meeting held on 14th January 2021 subject to correction of Monetary amounts not shown:

Financial Statement 1st April to 31st December 2020 –

Bank Reconciliation @ 31st December 2020

Current Account	31,114.34
Deposit Account	4,247.71
Less unp. cheqs	<u>33.20</u>
Balance @ 31.12.20	<u><u>£35,328.85</u></u>

Earmarked & reserve funds omitted from 2019-20 Accounts £5000 for Neighbourhood Plan & the balance of deposit account £4247.71 for Election expenditure, proposed by Cllr. Avril Green seconded Cllr. Pat Ansell & carried

Resolved: That the minutes of the meeting held on 14th January 2021 were accepted as a true and accurate record

6. Minute number 104/2021 Matters arising from the minutes of the previous meeting not on the Agenda -

Cllr. Pat Ansell commented that as yet no bank statement has been received for January, Members agreed to write to the bank & ask for the statement date for printing be the last day of the month, proposed by Cllr. Avril Green & seconded by Cllr. Frans Frison & carried.

7. Minute 105/2021 Highways & Maintenance

Cllr. Ian Bamford commented about the hire of a Gully Emptier from the beginning of April 2021 when the Winter weather is finished and the gullies are at their highest, some of the gullies are in need of digging out because they are so compacted the machine will not be able to free the debris, Members agreed to contact Burntwood Road Sweepers & arrange a site meeting to discuss the number of gullies, and agree a programme of work, also to confirm the number of gullies to work on and a fixed cost, for approval at the next meeting proposed by Cllr. Ian Bamford seconded by Cllr. Avril Green and carried.

Cllr. Ian Bamford confirmed that the hedgerow on Buds Road had not been cut back and the contractor whose details had been passed on to the landowner had not been contacted in regards to the work. The clerk will remind the landowner & pass the details on to Staffs CC. Potholes on Hollyhill Road between Chapel Lane and Castle Ring no work carried out, the clerk will follow up.

8. Minute number 106/2021 To receive reports from Councillors who have attended outside meetings – None attended

9. Minute number 107/2021 Planning applications for consideration or decided

Application No.	Location/address	Details of application	CWPC Comments	Status
None received this month				

10. Minute number 108/2021 Finance

a) The following accounts are due to be paid or have been paid:

Date	Cheque Number	Payee	Purpose	VAT	Amount
11.02.2021	001167	Beausdesert Trust	Grant	-	£850.00
11.02.2021	001168	C E Gracey	January salary	-	£160.90
11.02.2021	001169	HMRC	January PAYE	-	£ 33.20

Cllr. Avril Green proposed seconded by Cllr Pat Ansell & carried, that the payments be approved.

Resolved: That the payments paid & to be paid are approved.

b) To approve income received – None

c) Financial Statement 1st April to 31st January 2021 – No financial statement presented as no bank statement received to date.

d) To consider CILS Money – Members agreed that primarily the money would be used for the gully emptying, if any monies are left then Members will consider further projects for the community.

e) To consider grant application for Gentleshaw Birds of Prey & Wildlife Hospital – Application withdrawn.

11. Minute number 109/2021 - – Website Review – Cllr. Frans Frison outlined the package available through the present website provider, which following the agreement of the review would take approximately 6-8 weeks, the clerk will update the site as she does now, with the guidance from the site provider. Members discussed the content and Cllr. Kevin Salter commented on the neighbourhood plan and the possible consultation with residents, Cllr. Frans Frison commented that the revised website papers will include all the documentation held on the present site plus the neighbourhood plan pages but for consultation one of the survey sites would be more efficient, such as survey monkey which is runs a cost free application for limited questions. Members agreed to move forward with the review and agreed to use the present provider proposed by Cllr. Pat Ansell seconded by Cllr. Sue Janes and carried. Cllr. Frans Frison commented that the next step would be to meet with the provider discuss content and obtain a firm price for approval at the next meeting. Members thanked Cllr. Frans Frison for all his input into this project, a small group of Members will be involved in the primary meeting with the provider with Cllr. Frans Frison taking the lead to include the clerk.

12. Minute number 110/2021 – Parking outside the School – Cllr. Ian Bamford commented that the parking generally has been reduced by the lockdown, as this is a temporary measure the double yellow lines are still required.

13. Minute number 111/2021 – Neighbourhood Plan – Cllr. Kevin Salter (Acting – chairman) commented that he has 7 positive volunteers with 3 yet to confirm, ideally 12 people are required to form a committee with 18 people in reserve, to ensure continuity for the project. More advertising is required, Cllr. Kevin Salter(Acting-chairman) will put together a notice for Next Door, Face Book & the website

14. Minute number 112/2021 – Anti-social behaviour on the playing fields – Nothing to report, the clerk will contact the PCSO for an update.

15. Minute number 113/2021 – Correspondence – Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:

- ICO Newsletter January 2021 emailed to Council 15th January 2021
- Email from a resident regarding 2019-20 accounts emailed to Council 15th January 2021
- Email from resident regarding December 2020 comments & January 2021 minutes Emailed to Council 24th January 2021

- Grant application from Gentleshaw Bird of Prey Wildlife Hospital emailed to Council 25th January 2021
- Cannock Chase DC consultation on Revised Taxi & Private Hire Policy emailed to Council 25th January 2021
- Email from County Cllr. Bryan Jones with an update on matters discussed at council meeting 14th January, emailed to Council on 27th January 2021
- Email from Staffs CC with information on a Star Count, emailed to Council on 27th January 2021

16. Minutes number 114/2021 – CCTV for CW&GVH – As discussed in item 12c.

17. Minute Number 115/2021 – Christmas Tree for 2021 – Cllrs. Ian Bamford & Kevin Salter (Acting-chairman) discussed the cost implications, commented on hiring an artificial tree, Members commented that they would prefer a real tree & discussed trying to get a donated tree from a local business. Deferred until the next meeting.

18. Minute number 116/2021 - Items for Discussion & the Agenda for the next meeting
- none

19. Minute number 117/2021 Date of the next meeting: 11th March 2021 Cllr. Sue Janes to chair the meeting.

Resolved: The next meeting will be Thursday 11th March 2021 @ 7.30pm delivered by ZOOM

There being no other business the meeting closed at 21.08pm