

Cannock Wood Parish Council



DRAFT Minutes of the Council Meeting held on Thursday 20th February 2025 commencing at 7.30pm at Cannock Wood and Gentleshaw Village Hall Buds Road Cannock Wood

PRESENT: Councillors: Sue Janes (Chairman), Steve Wroe (Vice-chairman), Pat Ansell, Avril Green, Fiona McMulkin, Paul Thomas, County Cllr.Phil Hewitt,

IN ATTENDANCE: Clerk Chris Gracey.

The Chairman Cllr. Sue Janes welcomed Members to this month's council meeting.

1. Minute number 410/2025: Apologies Cllrs.Elizabeth Whiteley and Andrea Muckley submitted apologies for tonight's meeting.

2.Minute number 411/2025 Declarations of interest – None

The Chair reminded members to complete their Register of Interest form if there had been any changes to their circumstances, the clerk will send out the form.

3. Minute number 412/2025 Public participation

Minute number 412/2025/A Members of the public – Resident Anne Wallbank, reported that several residents are concerned about the proposal to use the land at the Park Gate Inn PH to host caravans initially because the present state of the roads and also the space on Park Gate Road and Holly Hill Road both not afford enough space for a vehicle to turn a caravan onto and off the site. Anne also reported that yesterday there was no planning notice outside the Park Gate but there is today.

Members discussed the proposal, in 2013 a similar proposal was made for 4 caravans, which was refused.

The Caravan Club will determine the number of vans allowed on the site. The landlord is trying to make use of the parcel of land which has been neglected over a period of time and to generate more income for the public house, which has previously closed through lack of use and profit. The landlord confirmed that they would install a septic tank for the foul waste. The clerk will complete the enquiry form to the Caravan Club and register the parish council as a party with an interest in any conclusion.

Minute number 412/2025/B County Cllr's. Report. – Cllr. Phil Hewitt reported on the following:

He has contacted Cllr. Jay Gascoigne about the speeding traffic on Rugeley Road.

£100,000 spend on Marquis Drive.

Devolution – the speed of the implementation and how it will affect all tiers of local government.

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Cllr. Phil Hewitt invited Members to his Afternoon Tea with other councillors and the Lord-Lieutenant and the High Sheriff in attendance.

Cllr. Phil Hewitt left the meeting at 8.20pm.

Minute number 412/2025/C District Cllr's Report. – None

4. Minute number 413/2025 To confirm and agree as a true record of the minutes of the Parish Council meeting held on 16th January 2025.

Resolved: That the minutes of the meeting held on 16th January 2025 were accepted as a true and accurate record, proposed by Cllr.Pat Ansell seconded by Cllr. Fiona McMulkin and carried.

5. Minute number 414/2025 matters arising - None

6. Minute number 415/2025 Highways & Maintenance – The footpath on Cumberledge Hill need the debris sweeping up and a general tidy.

7. Minutes number 416/2025 To receive reports from Councillors who have attended outside meetings:

Cllr Avril Green attended a meeting of the Community Transport Association and was impressed by the range of services that they offer to the community.

Cllr. Sue Jane attended the Cannock Wood and Gentleshaw Village Hall meeting, the AED handover has been signed by the clerk and the Chairman of the VH committee.

Cllr. Steve Wroe (Vice-chairman) and Cllr. Paul Thomas arrange a meeting of the Beaudesert Trust and discuss many local items with them. The new regime at the trust have many ideas for this year and will be willing to work with the local community to arrange events of interest.

8 Minute number 417/2025 Planning applications for consideration or determined

a)

| Application No. | Location/address | Details of application | CWPC Comments/status |
|-----------------|---|---|---|
| CH/24/326 | National Grid Gentleshaw Radio Stateion, Chestall Road Cannock Wood | Prior approval for site security upgrade with the installation of development ancillary to radio equipment housing, geogrid infill and ancillary development thereto. | No objections - approved 28 th January 2025 |
| CH/24/347 | Park Lodge Hollyhill Road Cannock Wood | Erection of replacement porch and elevational alterations. | No objections - Approved 14 th February 2025 |
| CH/25/0030 | Chestall cottages 1, Beaudesert Park Cannock Wood | Erection of a rear single storey extension | No objections |

9. Minute number 418/2025 Finance

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

| Date | Cheque Number | Payee | Purpose | VAT | Amount |
|----------|---------------|--------------|--|--------|---------|
| 20.02.25 | 001483 | London Heart | Defibrillator and lockable cabinet inc P & P | 222.20 | 1333.20 |

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|--------------|--------|------------|---|---|-----------------|
| 20.02.25 | 001484 | C E Gracey | February salary £233.60 | - | 187.00 |
| 20.02.25 | 001485 | HMRC | PAYE February £46.60 less credit £41.50 2025 | - | 5.10 |
| 20.02.25 | 001486 | I Bradwell | Footpath sweeping | - | 18.00 |
| 20.02.25 | 001487 | S Wroe | Plastic storage box for Christmas lights | - | 43.13 |
| Total | | | | | £1586.43 |

Cllr. Sue Janes (Chairman) proposed, seconded by the Cllr. Steve Wroe (Vice-chairman) and 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 2025

| | | | |
|--------------------------|--------------------|---|-------------------|
| Bank Reconciliation | | Cash Book Balance | |
| Current Account | £25,335.73. | C/fwd(Incs) Election Reserves | 29,151.29 |
| Less Unpresented cheques | 66.00 | Receipts | 13,091.48 |
| | | Payments | 16,973.04 |
| Total | £ 25,269.73 | Balance @ 31st January 2025 | £25,269.73 |

Financial statement – The clerk presented the financial statements for 31st January 2025 along with the bank statement at 31st January 2025 proposed by Cllr. Steve Wroe (Vice-chairman) seconded by Cllr. Sue Janes(Chairman) and carried.

d) To consider changing the AGAR form 3 to certifying the parish council as exempt from a limited assurance review and completing form 2, for year end 2024-25 proposed by Cllr. Sue Janes(Chairman)seconded by Cllr. Steve Wroe and carried.

e) To consider the purchase of the Community Speed Watch signage proposed by Cllr. Sue Janes(Chairman) seconded by Cllr. Steve Wroe(Vice-chairman) and carried

f) To consider the electrical work cost required to site the AED at 58 Hayfield Hill proposed by Cllr. Sue Janes(Chairman) seconded by Cllr. Steve Wroe and carried.

10. Minute number 419/2025 – Parking outside the school – the clerk will follow up the request for Clear Streets with County Cllr. Phil Hewitt.

11. Minute number 420/2025 – Anti-social behaviour - None reported.

12. Minutes number 421/2025 – Correspondence – Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:

NALC Chief Executive Bulletin emailed to council 22nd January 2025.

SPCA Bulletin emailed to council 22nd January 2025.

STW Councillor newsletter emailed to council 22nd January 2025

Email from resident about the inconsiderate parking in the vicinity of the school emailed to council 25th January 2025.

Email from Smart Alert with details of the local MP visiting the area at the week-end, emailed to council 29th January 2025.

January crime statistics from Staffs Police emailed to council 11th February 2025.

CCDC email with details of the proposed climate change panel emailed to council 11th February 2025.

Keep Britain Tidy campaign for 2025 details emailed to council 11th February 2025.

BKVC details for 2025 emailed to council 13th February 2025.

Email from Cannock Chase with details of forthcoming events and projects emailed to council 13th February 2025.

NALC Chief Executive Bulletin emailed to council 13th February 2025.

Email from Beaudesert with details of CPRE Trust emailed to council 17th February 2025.

Email from SPCA with details of a Rural Themed Seminar emailed to council 17th February 2025.

Email from a resident about the footpath on Cumberledge Hill emailed to council 17th February 2025.

Outgoing Correspondence :

Enquiry to Keble Heath for a quote to fix SID posts and bench base 22nd January 2025.

Response to resident about the inconsiderate parking at the school 25th January 2025.

Acknowledgement to resident regarding the footpath on Cumberledge Hill sent 17th February 2025.

13. Minute number 422/2025– Environmental and Biodiversity – Nunswell – Sweeping the footpaths – The clerk will contact District Cllr. Andrea Muckley and ask if she can speak to the grass cutting contractors and ask if they will leave the grass uncut on left hand side Sycamore Hill and the corner of Cumberledge Hill where bulbs have been planted. Also High Meadow Lawn as there are wildlife on there as well as bulbs.

Under the hedgerow at the village hall needs planting with wild flowers.

14. Minute number 423/2025 – Community Events – Photographic Competition – The information has been posted on the website, notice board and Village Voice and applications are being received.

15. Minute Nr.424/2025 – Road safety in the parish – Speed Indicator Devices, posts Members discussed various contractors, Cllr. Avril Green proposed that we used Keble Heath seconded by Cllr. Pat Ansell, Cllr. Steve Wroe commented that he was waiting for Chasetown Engineering to come back to him. It was agreed that the clerk would contact

Keble Heath and determine what work was covered in the quotation received including the bench base and the fitting of the CSW signs for the next meeting.

16. Minute Nr.425/2025 – Governance – Adopt guide to PC’s on information provide under Model Guidance Publication Scheme .

The clerk will send Cllr. Fiona McMulkin a copy of the guide to pc’s on information provided under Model Guidance Publication Scheme, complete the form and submit.

17. Minute Nr. 426/2025 – Community/ Engagement/ Consultation/Survey - Bench and installation - A contractor has been contacted to fix a base to hold the proposed bench.

18. Minute Nr.427/2025 – AED Maintenance on existing and other devices for the parish – One new AED and cabinet has been purchased and a grant has been applied for, for a second device.

19. Minutes Nr.428/2025 – Website – A remote meeting with Ben Bradley at Cosmik Carrot will be arranged for all councillors and clerk to attend during the Easter school holidays Monday 14th to 25th April from 11am, the clerk will arrange and let everyone know the exact date and time.

20.Minute Nr.429/2025 – BKVC 2025 – Representation from the organising body has attended the village and discussed the points of consideration of the competition, more discussion with council is required at the next meeting to decide if we are applying this year.

21.Minute Nr. 430/2025 – Proposed Planning Committee – It was agreed that all members of the council would develop a planning committee, so if an application deadline for comments was due between council meetings, a meeting could be called for consultation on the application without everyone having to attend, if they were unavailable to and comments submitted.

22. Minute Nr. 431/2025 – Spring Event – A proposal has been submitted by several councillors for the Spring Event to take place for smaller children at the Eleveses session, a budget of £150 is required, to cover hall hire and chocolate items. **Summer Picnic** – date to consider August Bank Holiday Monday 25th August 2025, 8-10 volunteers required and Cllr. Avril Green will ask on Next Door, the Chair will check if the hall is available,

23. Minute Nr. 432/2025 - Proposed Holiday Caravan & Motorhome site - on land at The ParkGateInnHollyhillRoad/ParkGateRoad.CannockWood–Furtherdetailson www.caravanclub.co.uk/CLFeedback using 003/CA/MW/25 - as discuss under item public participation.

24. Minute number 433/2025- Items for Discussion and the Agenda for the next meeting:

Unsung Heroes Award 2025 – Forms available on the website or contact the clerk for a hard copy through the post, the closing date for applications is the 19th March 2025 to be submitted to the clerk, or posted in the post box at the village hall for consideration by the council at the March council meeting.

25. Minute number 434/2025 – Date of the next meeting will be Thursday 20th March 2025 at CW and GVH Buds Road Cannock Wood at 7.30pm. The Annual Assembly will be

17th April 2025 7pm prior to the council meeting at 7.30pm. The July council meeting will be held on Thursday 10th July 2025 at 7.30pm.

The Chairman closed the meeting at 9.45pm

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