

Cannock Wood Parish Council



DRAFT Minutes of the Council Meeting held on Thursday 16th September 2021 commencing at 7.30pm at Cannock Wood & Gentleshaw Village Hall Buds Road Gentleshaw.

PRESENT: Councillors: S. Janes (Chairman) I. Bamford(Vice-chairman) , F. Frison, Pat Ansell, Kevin Salter, Avril Green

IN ATTENDANCE: County Cllr. Phil Hewitt, Clerk Chris Gracey, & 5 residents

The Chairman Cllr. Sue Janes opened the meeting & welcomed everyone to the meeting.

1.Minute number 221/2021 : Apologies – Cllrs. Richard Poynton, Andrea Muckley

2.Minute number 222/2021 Declarations of interest – Cllr. Pat Ansell declared an interest in item 11d.

3.Minute number 223/2021 Public participation

4.Minute number 224/2021/A Members of the public –

A resident commented on the state of the Park Gate Inn and asked council if they knew if it was going to reopen. Members commented on the condition of the property and said they would contact the owner for an update.

A resident commented on the condition of the park and asked if there were any plans to renew the equipment and bring it up to date. Members confirmed that the park is maintained by the Beaudesert Sports Field Trust and the refurbishment of the play equipment is ongoing..

County Cllr. Phil Hewitt in the absence of the District Council spoke to a resident who has an enforcement problem regarding privacy, Cllr. Phil Hewitt commented that he would contact the District Council and check the detail and come back to the resident.

The Chairman thanked the resident, for the work she has carried out in assisting in the proposed neighbourhood plan.

Minute number 224/2021/B County Cllrs. Report.- Cllr. Phil Hewitt commented that there are small amounts of funding available that may be applied for in the refurbishment of the play park.

Cllr. Hewitt commented that a resident had contacted him regarding the bus service that it only serviced part of the village and did not cover the whole village. Cllr. Ian Bamford (Vice-chairman) commented that there have been many concerns over the bus service in Cannock Wood but the bus companies always say it's down to the amount of use. Cllr Phil Hewitt commented that he would contact the service provider and request that the service loops around the village, Cllr. Frans Frison will provide details of the previous service.

Minute number 224/2021/C District Councillors Report. – None

6. Minute number 225/2021 To confirm and agree as a true record of the minutes of the previous Parish Council meeting held on 15th July 2021

Resolved: That the minutes of the meeting held on 15th July 2021 were accepted as a true and accurate record proposed by Cllr. Ian Bamford (Vice-chairman) seconded by Cllr. Frans Frison & carried.

7. Minute number 226/2021 Matters arising from the minutes of the previous meeting not on the Agenda – None

8. Minute 227/2021 Highways & Maintenance - Cllr. Ian Bamford commented on the hedgerow on Buds Road, no work carried out.

County Cllr. Phil Hewitt commented that he will come & walk the village with Cllr. Ian Bamford (Vice-chairman) and note the problems.

9. Minute number 228/2021 To receive reports from Councillors who have attended outside meetings – Cllr. Pat Ansell have attended the following:

West Midlands Association of Local Councils
National Assembly

10. Minute number 229/2021 Planning applications for consideration or decided

Application No.	Location/address	Details of application	CWPC Comments
CH/21/0326	23 Baden Powell Close Cannock Wood	Single storey, pitched roof, rear extension forming sun room	No objections/comments
CH/21/0356	21 Baden Powell Close Cannock Wood	Single storey rear extension	No objections/comments

11. Minute number 230/2021 Finance

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

Date	Cheque Number	Payee	Purpose	VAT	Amount
16.09.21	001197	C E Gracey	Clerk's September salary	-	160.90
16.09.21	001198	HMRC	Clerk's PAYE	-	33.20
16.09.21	001199	Mazars LLP	External Audit 2020-21	40.00	240.00
16.09.21	001200	Tradewinds Europe Ltd	Christmas tree lights	31.95	191.70

Cllr. Pat Ansell proposed, seconded by the Cllr. Avril Green & carried, that the payments be approved. **Resolved: That the payments paid & to be paid are approved.**

b) To approve income received – None received

c) Financial Statement 1st April to 31st August 2021 – proposed by Cllr. Avril Green seconded by Cllr. Frans Frison and carried.

d) To consider Grant Application from CW&GVH - Members concluded that a quotation is sought for the new front door prior to the grant being considered, the secretary will be contacted for the quote.

e) To consider posting financial statements on the website – Members agreed to post the monthly financial statements on the website once the draft minutes have been approved.

f) Completed AGAR 2021 – Members approved the completed AGAR & noted the comments.

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Chair initials.....

12. Minute number 231/2021 – Parking outside the school – Cllr. Ian Bamford(Vice-chairman) commented on the problems with the parking on the double yellow lines. County Cllr. Phil Hewitt commented that he would request traffic enforcement to monitor the area & issue parking fines to vehicles parked inappropriately.

13. Minute number 232/2021 – Neighbourhood Plan – Cllr. Kevin Salter commented on the recent meeting of the volunteers interested in forming a committee to move the plan forward, he distributed minutes from the meeting and commented on several residents who had raised queries on the process, he thanked the resident who had researched the plan & compiled a draft programme which may be followed. Members discussed the minutes including the points raised and agree that subject to the points being raised with a planning officer for legal advice, it would move forward over the next 3-4 weeks and form a working group, this was proposed by Cllr. Ian Bamford(Vice-chairman) seconded by Cllr. Frans Frison and carried.

14. Minute number 233/2021 – Anti-social behaviour - The police have asked the owners of the Park Gate Inn to remove the caravan as it is causing problems.

Members agreed to invite the PCSO to our next meeting or provide a report for inclusion in the meeting.

15. Minute number 234/2021 – Website Review - Cllr. Frans Frison commented that the upgrade of the site is now complete and the trial site is available for viewing, there are some items yet to be included and there will be ample space for the NHP both the process of compilation and the finished document. Cllr Ian Bamford (Vice-chairman) proposed that the site goes live seconded by Cllr. Avril Green and carried.

16. Minute number 235/2021 – Correspondence – Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:

- SPCA Bulletin emailed to council 16th July 2021
- Email from police regarding ongoing case emailed to council 19th July 2021
- Email from resident regarding planning application emailed to council 19th July 2021
- Response from Burntwood 1st Responders emailed to council 19th July 2021
- SPCA Bulletin emailed to council 10th August 2021
- SPCA Bulletin emailed to council 13th August 2021
- SPCA Bulletin emailed to council 2nd September 2021
- Email from resident regarding a privacy issue that CCDC Enforcement were dealing with emailed to council 10th September 2021 **As discussed in public participation & County Cllrs. Report, the clerk will pass the details on to District Cllr. Andrea Muckley**

17. Minutes number 236/2021 – Gully Cleansing – Road Sweeping – The work is complete but there are gullies that require additional work. The contractor representative attended the meeting, members agreed to release the payment subject to the work being carried out this week. A second cleansing was agreed for early November.

18. Minutes number 237/2021 – CCTV for CW&GVH – Nothing to report

19. Minute Number 238/2021 – Christmas Tree for 2021 – Cllr. Kevin Salter had obtained a quote for the tree lights, this was agreed, the lights will be ordered and a cheque raised.,

proposed by Cllr. Kevin Salter seconded by Cllr. Ian Bamford (Vice-chairman) and carried. The date for switching was agreed as 26th November 2021 and the Chairman will arrange the choir to sing carols.

20. Minute Number 239/2021 – Defibrillator Training for Residents – Dates to be confirmed at the next meeting.

21. Minute number 240/2021 – New Planter for The Green – Members agreed to defer the purchase until the Spring.

22. Minute number 241/2021 – Support Village Groups – deferred until the next meeting

23. Minute number 242/2021 – Events held at Beaudesert Field – No comments

24. Minutes number 243/2021 – Consider adoption of policies & post on the website – Members to consider the policies for the next meeting.

25. Minutes number 244/2021 - Items for Discussion & the Agenda for the next meeting - None

26. Minute number 245/2021 Date of the next meeting :

Resolved: The next meeting will be Thursday 21st October 2021 @ 7.30pm at CW&GVH

The meeting ended at 9.40pm