

# Cannock Wood Parish Council



DRAFT Minutes of the Council Meeting held on Thursday 21<sup>st</sup> November 2024 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, Elizabeth Whiteley, Paul Thomas.

**IN ATTENDANCE:** Clerk Chris Gracey.

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

**1. Minute number 356/2024 : Apologies** – Cllrs. Phil Hewitt and Andrea Muckley submitted apologies for tonight's meeting.

**2. Minute number 357/2024 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 358/2024 Public participation**

**Minute number 358/2024/A Members of the public** – None

**Minute number 358/2024/B County Cllr's. Report.** – None

**Minute number 358/2024/C District Cllr's Report.** – None

**4. Minute number 359/2024 To confirm and agree as a true record of the minutes of the Parish Council meeting held on 17<sup>th</sup> October 2024.**

***Resolved: That the minutes of the meeting held on 17<sup>th</sup> October 2024 were accepted as a true and accurate record,*** proposed by Cllr. Fiona McMulkin seconded by Cllr. Paul Thomas and carried.

**5. Minute number 360/2024 matters arising from the minutes of a previous meeting held on 19<sup>th</sup> September 2024 - not on the agenda -**

**Minute nr. 312/2024/A** – The resident attending the meeting commented on the problem of speeding traffic along Buds Road and mentioned the speed indicator device in Gentleshaw opposite the school. It was noted that the resident had asked if the device could be relocated to Buds Road, which was incorrect, she asked if the council had any future plans to install a speed indicator device along the road or consider a gateway scheme. Members discussed the matter along with the County Councillor present.

The parish council are aware of speeding traffic in many areas of the parish, and this is a regular item on the monthly meeting agenda for discussion, 2 speed indicator devices have been purchased and the locations have been confirmed as Cumberledge Hill and Hayfield Hill, once these are both in commission the council will consider the efficiency of the devices.

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Further comments included the volunteer Community Speed Watch Group and the various locations that they monitor the traffic. The group have confirmed that since in operation they have monitored Buds Road twice in September and October and although during the 1hour sessions 167 and 100 vehicles were monitored only 3 vehicles in total were found to be speeding but not +40mph. The clerk will respond to the email from the resident with the information.

**6. Minute number 361/2024 Highways & Maintenance** – No new reports, work outstanding in several locations.

**7. Minutes number 362/2024 To receive reports from Councillors who have attended outside meetings:**

Cllrs. Sue Janes (Chairman), Elizabeth Whiteley and Steve Wroe (Vice-chairman) attended a meeting with Landscape and Environmental Officers from CCDC to discuss various areas in the parish:

Nunswell, the gate has been repaired and new signage has been erected.

Castle Ring – the access ramp and footpaths are complete but the handrail is in need of improvement, a replacement is required and some compromise may be needed.

Members also discussed many items referring to other areas such as maintenance of hedgerows where they impact on highways, this is a matter for SCC Highways and not CCDC. Re-wilding of various grass verges.

**8 Minute number 363/2024 Planning applications for consideration or determined**

Application No.	Location/address	Details of application	CWPC Comments/status
CH/24/0287	45 Hayfield Hill Cannock Wood	Application for the proposed lawful development of a replacement garage	Objections – inappropriate development in the green belt with no special circumstance, the proposed structure is a new building on a different part of the site, not changing the use of an existing structure or making changes to an existing structure. In breach of CWPC Neighbourhood plan, which forms part of the local plan. Over development of the site.

**9. Minute number 364/2024 a) Finance**

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

Date	Cheque Number	Payee	Purpose	VAT	Amount
21.11.24	001465	C E Gracey	Clerk's salary November	-	178.72
21.11.24	001466	HMRC	Clerk's PAYE November	-	44.80
21.11.24	001467	CW and GVH	Hall hire 21/11/24	-	24.00
21.11.24	001468	Avril Green	Keys for castle ring	-	6.50
21.11.24	001469	C E Gracey	Clerk's salary December	-	178.92

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21.11.24	001470	HMRC	Clerk's December PAYE	-	44.60
21.11.24	001471	S Wroe	Scarecrow event expenses	-	18.00
21.11.24	001472	S Wroe	Brown bin renewal 2025	-	38.50
21.11.24	001473	Treeway	Christmas tree 2024	100.00	600.00
21.11.24	001474	Cancelled	-	-	-
21.11.24	001475	GreenHill Nursery	(Planters fill for Autumn)	-	200.00
21.11.24	001476	S. Wroe	Stakes for Christmas tree and fence	8.33	50.00
Total				<b>£108.33</b>	<b>£1384.04</b>

Cllr. Elizabeth Whiteley proposed, seconded by the Cllr. Paul Thomas and carried, that the payments be approved **Resolved: that the payments paid/ to be paid are approved.**

**b) To approve income received** – £6,405.50 2<sup>nd</sup> payment of precept 2024-25 proposed by Cllr. Avril Green seconded by Cllr. Pat Ansell and carried.

**c) Financial Statement - 1<sup>st</sup> April to 31<sup>st</sup> October 2024**

Bank Reconciliation		Cash Book Balance	
Current Account	33,964.00	C/fwd(Incs) Election Reserves	29,151.29
Less Unpresented cheques	5,065.46	Receipts	13,091.48
		Payments	13,344.23
<b>Total</b>	<b>£ 28,898.54</b>	<b>Balance @ 31<sup>st</sup> October 2024</b>	<b>£28,898.54</b>

**Financial statement** – The clerk presented the financial statements for 31<sup>st</sup> October 2024 along with the bank statement at 31<sup>st</sup> October 2024 proposed by Cllr. Avril Green seconded by Cllr. Pat Ansell and carried.

**d) Budget 2025-26** – amended by members accordingly, deferred until the January meeting.

**e) Precept 2025-26** – deferred until the January meeting.

**f) LGA Pay Award 2024-25** spine point 13 - 63p per hour £10.08 per month. – proposed by Cllr. Sue Janes(Chairman) seconded by Cllr. Avril Green and carried, to be paid in the January payments, from 1<sup>st</sup> April 2024.

**g) Approve Black Rose Solutions Ltd** as the Internal Auditor for 2025-26 – proposed by Cllr. Pat Ansell seconded by Cllr. Avril Green and carried.

**10. Minute number 365/2024 – Parking outside the school** – No comments.

**11. Minute number 366/2024 – Anti-social behaviour** - None reported.

**12. Minutes number 367/2024 – Correspondence** – Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:

Email from SCC Highways with cost for erecting a post to fit SID emailed to council 18<sup>th</sup> October 2024.

SPCA email with details of the 2024-25 pay award under the LGA scheme, emailed to council 27<sup>th</sup> October 2024.

SPCA email with details of the Sakura Cherry Tree Project emailed to council 27<sup>th</sup> October 2024.

SPCA details and link of the open consultation on remote meetings emailed to council 28<sup>th</sup> October 2024.

SPCA details and posters on the Staffordshire History Centre emailed to council 28<sup>th</sup> October 2024.

SPCA details of 'walk in covid targeted vaccine clinics' emailed to council 28<sup>th</sup> October 2024.

Police crime statistics for October 2024 emailed to council 3<sup>rd</sup> November 2024.

SPCA Bulletin emailed to council 9<sup>th</sup> November 2024.

Email from Brereton and Ravenhill PC about speed limits and collaboration with other parish councils emailed to council 9<sup>th</sup> November 2024. ***Members agreed to collaborate with the PC and invite the councillor to the next meeting to discuss the details.***

#### **Outgoing Correspondence :**

Burntwood Town Council enquiry about fixing the 2 posts for the SIDS 4<sup>th</sup> November 2024.

Follow up for post quotation to Crosslands Construction 9<sup>th</sup> November 2024.

Follow up for post quotation to R W Services Contractors Ltd 9<sup>th</sup> November 2024.

Acknowledgement to Brereton and Ravenhill PC 9<sup>th</sup> November 2024.

Email to CW and GVH regarding the address of their AED on 'The Circuit' and the responsibility for maintenance and signage sent 11<sup>th</sup> November 2024.

#### **13. Minute number 368/2024 – Environmental and Biodiversity – Nunswell - Planting at the school – sweeping the footpaths.**

Nunswell – discussed under item 7.

Planting at the school – The clerk will contact the school regarding planting on the playing field and enclose the link.

Sweeping the footpaths – Members discussed various areas which need the leaves collecting from the footpaths, it was agreed to consider the paths and gutters in need attention and ask the contractor to implement the work.

#### **14. Minute number 369/2024 – Community Events – Christmas Tree switching on the light and carols is planned for Friday 29<sup>th</sup> November, choir at 5.30pm, Santa at 5.50pm.**

#### **15. Minute Nr.370/2024 – Road safety in the parish – As discussed under item 6.**

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**16. Minute Nr.371/2024 – Christmas Tree 2024 –** The tree is erected with the lights, an electrician will come to check the electrical connection.

**17. Minute Nr. 372/2024 – Governance –**No comments.

**18. Minute Nr. 373/2024 – Community/ Engagement/ Consultation/Survey - Bench and installation** - quotes being sought for the installation prior to the purchase of the bench.

**19. Minutes Nr.374/2024 – Website –** No further information.

**20.Minute Nr.375/2024 - AED Maintenance and purchasing other devices for the parish**  
- To encourage better coverage for the parish, residents in the community are being sourced to house a device on the boundary of their properties, EON have also been contacted to see if it possible to use their lamp posts.

**21. Minute number 376/2024 - Items for Discussion & the Agenda for the next meeting:**

Grant awarding policy

Photographic competition

**22. Minute number 377/2024 – Date of the next meeting will be** Thursday 17th January 2025 at CW and GVH Buds Road Cannock Wood at 7.30pm.

**The Chairman closed the meeting at 9.05pm**