

# Cannock Wood Parish Council



DRAFT Minutes of the Virtual Council Meeting held on Thursday 8<sup>th</sup> April 2021 commencing at 7.30pm

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

**IN ATTENDANCE:** County Cllrs. Bryan Jones & Phil Hewitt, Resident Elizabeth Whiteley. Clerk Chris Gracey

**The Acting - chair Cllr. Richard Poynton opened the meeting & welcomed everyone to the meeting.**

**1.Minute number 137/2021 Acting Chairman –** Cllr. Richard Poynton will chair this meeting.

**2.Minute number 138/2021 : Apologies –** Cllrs. Pat Ansell & Sue Janes submitted apologies.

**3.Minute number 139/2021 Declarations of interest –** None

**4.Minute number 140/2021 Public participation**

**Minute number 140/2021/A Members of the public –** No Comments

**Minute number 140/2021/B County Cllrs. Report.-** .Cllr Bryan Jones commented that he was standing down at the next election on the 6<sup>th</sup> May 2021, he thanked the parish council for all their help and continuing support with Highways matters. He commented on the following: Double yellow lines outside the school – the final consultations are in process and the work should be carried out shortly. Potholes – the hole on Holly Hill Road remains outstanding, the hole on Holly Hill Road has been repaired. Cllr. Phill Hewitt commented on drain work problem & the need for a root cutter.

**Minute number 140/2021/C District Councillors Report. –** None

**5.Minute number 141/2021 To confirm and agree as a true record of the minutes of the previous Parish Council meeting held on 11<sup>th</sup> March 2021**

***Resolved: That the minutes of the meeting held on 11<sup>th</sup> March 2021 were accepted as a true and accurate record*** proposed by Cllr Avril Green seconded by Cllr. Richard Poynton & carried.

**6. Minute number 142/2021 Matters arising from the minutes of the previous meeting not on the Agenda –** None

**7. Minute 143/2021 Highways & Maintenance -** as discussed in item 4b.

**8. Minute number 143/2021 To receive reports from Councillors who have attended outside meetings –** no meetings attended

**9. Minute number 144/2021 Planning applications for consideration or decided**

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

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Cllr. Ian Bamford commented on an enforcement matter regarding the storage of heavy vehicles on a residents land. 2 residents have complained about the vehicles and reported the matter to Cannock Chase District Council Enforcement Officers, this matter was discussed by Members but no conclusion has been reached by CCDC as yet, and the Parish Council have no powers to enforce.

**10. Minute number 145/2021 Finance**

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

Date	Cheque Number	Payee	Purpose	VAT	Amount
11.03.2021	001172	BurntwoodFirst Responders	Cancelled replacedby 001173	-	(£407.00)
08.04.2021	001173	Burntwood & District First Responders	Grant	-	£407.00
08.04.2021	001174	C E Gracey	February salary	-	£161.10
08.04.2021	001175	HMRC	March PAYE	-	£ 33.00

The clerk explained that cheque nr. 001172 was cancelled because the payee details were incorrect, the cheque had been amended and re-issued but the payees bank would not accept the amended cheque, therefore it was cancelled & cheque nr. 001173 issued.

Cllr.Avril Green proposed seconded by the Cllr. Richard Poynton (Acting Chairman) & 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 1<sup>st</sup> April to 31<sup>st</sup> March 2021 –** No statement presented, awaiting bank statement, the clerk confirmed that as soon as the bank statement was received the financial statement & a copy of the bank statement would be sent out to councillors.

**d) To approve cost of NHP Flyer printing** Cllr. Kevin Salter(Vice-chairman) commented on using Instant Print at a cost of £110 proposed by Cllr. Avril Green seconded by Cllr. Richard Poynton(Acting-chairman) & carried, Cllr. Kevin Salter(Vice-chairman) will approve the proof & collect the documents.

**11. Minute number 145/2021 – Parking outside the school -** Nothing to report

**12. Minute number 146/2021 – Neighbourhood Plan –** Cllr. Kevin Salter ( Vice – chairman) commented that the volunteers had approved the flyer and it had been agreed to distribute them as soon as they were printed, this was agreed by Members.

**13. Minute number 147/2021 – Anti-social behaviour on the playing fields –** Nothing to report

**14. Minute number 148/2021 – Website Review -** Cllr. Frans Frison commented that the provider had been authorised to proceed, Cllr. Frans Frison was going to sort out the items for the reviewed site, and would send out some documents to councillors for checking.

**15.Minute number 149/2021 – Correspondence –** Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:

- CCDC Review of Local Plan emailed to Council 20<sup>th</sup> March 2021
- 3 emails from residents regarding the removal of a waste bin Sycamore Road & Bradwell Lane emailed to Council 29<sup>th</sup> March 2021
- 3 emails from residents regarding the replacement of the waste bin and asking for more waste bins in other locations emailed to Council 30<sup>th</sup> March 2021 – **Members discussed the request and agreed that the clerk would ask CCDC for additional waste bins in the parish.**

- 2 emails from residents regarding enforcement enquiry emailed to Cllr. Ian Bamford 30<sup>th</sup> March 2021

**16. Minutes number 150/2021 – Gully Cleansing – Road Sweeping** – Cllr. Kevin Salter (Vice-chairman) & Cllr. Ian Bamford commented that the order had been placed and they were awaiting the dates from the Company.

**17. Minutes number 151/2021 – CCTV for CW&GVH** – Cllr. Richard Poynton (Acting-chairman) confirmed that he had email several members of CW&GVH committee and they had no objections to the installation. It was agreed that the matter would be discussed further after the NHP flyer comments had been received & considered.

Cllr. Ian Bamford commented on the police report from the PCSO, the clerk confirmed that nothing had been received, Members agreed that a report should be received each month & the clerk will follow it up with the Officer.

**18. Minute Number 152/2021 – Christmas Tree for 2021** – Cllr. Kevin Salter (Vice-chairman) commented that costs would be obtained to replace the lights.

**19. Minute number 153/2021 - Items for Discussion & the Agenda for the next meeting**

Cllr. Kevin Salter (Vice-chairman) commented on the future of remote meetings, as the government have not extended the period. Members agreed to deliver the next meeting on zoom and consider each meeting along with government guidelines & NALC information.

The clerk commented that she had attended a clerk's meeting with CCDC, 2 items were discussed:

1. Coming out of lockdown fund – Funds available to be managed by CCDC to allow Councils to encourage the general public to use outside facilities in towns & village areas, to eat & drink & socialise for the foreseeable future.
2. Commonwealth Games 2022 – One of the events the mountain bike rally will take place at Birches Valley on Cannock Chase & work has commenced to build a suitable area required, the event will take place on the 3<sup>rd</sup> August 2022.

**20. Minute number 154/2021 Date of the next meeting AGM followed by Council Meeting:** 13<sup>th</sup> May 2021 @ 7.30pm

**Resolved: The next meeting will be Thursday 13<sup>th</sup> May 2021 @ 7.30pm delivered by ZOOM**

**21. Minutes number 155/2021** Cllr. Kevin Salter (Vice-chairman) will Chair the next meeting.

The meeting end at 8.30pm