

# Cannock Wood Parish Council



DRAFT Minutes of the Council Meeting held on Thursday 18<sup>th</sup> November 2021 commencing at 7.30pm at Cannock Wood & Gentleshaw Village Hall Buds Road Gentleshaw.

**PRESENT:** Councillors: Sue Janes (Chairman) Ian Bamford(Vice-chairman) , Frans Frison, Pat Ansell, Kevin Salter, Avril Green, Richard Poynton

**IN ATTENDANCE:** District Cllr. Andrea Muckley, Clerk Chris Gracey, & 3 residents including 2 members of the NHP Working Group

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

**1.Minute number 270/2021 : Apologies –** County Cllrs. Phil Hewitt & Johnny McMahon

**2.Minute number 271/2021 Declarations of interest –** None

The Chairman 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.

The Chairman commented that Items 12 & 19 would be discussed under item 4, giving residents an opportunity to speak within public participation, this was agreed.

**3.Minute number 272/2021 Public participation**

**4.Minute number 272/2021/A Members of the public –** No comments from the public, the NHP Working Group submitted a report to council of their progress so far, the report will go onto the website.

Cllr. Kevin Salter commented that the WG required access to the website to upload their documents, responses from residents & their progress, Members discuss the group having singular access with their own password to the NHP section of the website, Cllr. Frans Frison will discuss the access with the website provider. Cllr. Kevin Salter proposed that any cost to the amendment of the website would come out of the earmarked funds for the NHP, this was agreed.

Cllr. Kevin Salter commented on residents making derogatory comments to councillors and members of the working group, Members discussed the problem and concluded that it was unfortunate and unavoidable.

**Minute number 272/2021/B County Cllrs. Report –** None

**Minute number 272/2021/C District Councillors Report. –** District Cllr. Andrea Muckley commented on the following:

Bus service in the parish – A change to the route is required to include all parts of the village, Chaserider will review the route in the near future. The early bus timetable has been reinstated to enable residents to access the town but the last bus finishes at 5.20pm which does not enable residents to return home, therefore the early bus is not being used to it's full potential.

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Dog fouling in the parish – A multi-use bin is being trialled for a period of 6 months @ the entrance to the footpath off Chestall Road, however if it is not used it will be removed.

Litter picking – The next date is Boxing Day and a planned walk following the collection.

Cllr. Pat Ansell thanked District Cllr. Andrea Muckley for all her help in our parish and for her assistance with the public transport.

**5. Minute number 273/2021 To confirm and agree as a true record of the minutes of the previous Parish Council meeting held on 21<sup>st</sup> October 2021**

***Resolved: That the minutes of the meeting held on 21<sup>st</sup> October 2021 were accepted as a true and accurate record*** proposed by Cllr. Avril Green seconded by Cllr. Pat Ansell & carried.

**6. Minute number 274/2021 Matters arising from the minutes of the previous meeting not on the Agenda – None**

**7. Minute 275/2021 Highways & Maintenance** - Cllr. Ian Bamford (Vice-chairman) commented on the following work:

Roads to be swept & gullies cleansed for the second time shortly, date to be agreed with BRS.

Hedgerow on Buds Road still outstanding, District Cllr. Andrea Muckley commented that she believed the landowner had been contacted by SCC, but will confirm shortly.

Lamp posts needing attention at Sycamore – Cumberledge Hill/ Chapel Lane – Hayfield Hill/Slang Lane, The clerk will report once the lamp post numbers are obtained.

**8. Minute number 276/2021 To receive reports from Councillors who have attended outside meetings** – Cllr. Pat Ansell attended a policies & resources meeting at SPCA, the subscriptions are increasing for next year at a marginal amount.

**9. Minute number 277/2021 Planning applications for consideration or decided**

Application No.	Location/address	Details of application	CWPC Comments
CH/21/0450 Registered	2 Gilwell Road Cannock Wood	Erection of carport to side elevation	No objection/comments
CH/21/0406 Determined	31 Gilwell Road Cannock Wood	1 <sup>st</sup> Floor extension with roof amendments to inc. additional bedroom & en-suite	

**10. Minute number 278/2021 Finance**

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

Date	Cheque Number	Payee	Purpose	VAT	Amount
18.11.21	001265	C E Gracey	Clerk's November salary		160.90
18.11.21	001266	HMRC	Clerk's PAYE	-	33.20
18.11.21	001267	K Salter	Reimbursement of skylife	-	100.00
18.11.21	001268	CE Gracey	Clerk's December salary	-	161.10
18.11.21	001269	HMRC	Clerk's PAYE	-	33.00
18.11.21	001270	Staffordshire Signs	NHP signage for the parish	46.80	280.80

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18.11.21	001271	ES-Print UK Ltd	NHP 500 A4 20 page brochure	-	510.00
18.11.21	001272	Treeway Ltd	Christmas tree for the parish & protective fencing	155.32	931.92
18.11.21	001273	Greenhill Nursery	Autumn plants for the flower beds	-	145.00
18.11.21	001274	CW&GVH	Hall hire for NHP meetings	-	185.00
18.11.21	001275	K.Salter	Postage & electrical box for Christmas tree	4.40	33.25
18.11.21	001276	K Salter	Key cut for notice board	1.33	7.95

Cllr. Avril Green proposed, seconded by the Cllr. Ian Bamford(Vice-chairman) & carried, that the payments be approved **Resolved: that the payments paid & to be paid are approved.**

**b) To approve income received – £5700 2<sup>nd</sup> payment precept proposed by Cllr. Kevin Salter seconded b Cllr. Pat Ansell and carried.**

**c) Financial Statement 1<sup>st</sup> April to 31<sup>st</sup> October 2021 – proposed by Cllr.Richard Poynton seconded by Cllr.Ian Bamford(Vice-chairman) and carried.**

**d) To consider Grant application from Cannock Chase Shed - withdrawn**

**11. Minute number 279/2021 – Parking outside the school –** Cllr. Ian Bamford(Vice-chairman) commented that the unlawful parking is heavy and causing problems, affecting other motorists and the church are experiencing problems when funeral services are taking place. A meeting will be arranged with Longdon Parish Council to discuss the matter. Clear Streets will be asked to attend again and see if it improves the problem.

**12. Minute number 280/2021 – Neighbourhood Plan –** discussed in item 4..

**13. Minute number 281/2021 – Anti-social behaviour -** None

**14. Minute number 282/2021 – Website Review -** as discussed in item 4.

**15. Minutes number 283/2021 – Gully Cleansing – Road Sweeping –**The second sweep & cleanse will be arranged shortly.

**16.Minute number 284/2021 – 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 21<sup>st</sup> October 2021
- NHP email from resident emailed to council 23<sup>rd</sup> October 2021
- NHP email from resident emailed to council 23<sup>rd</sup> October 2021
- NHP email forwarded to council 23<sup>rd</sup> October 2021
- NHP email forwarded to council 23<sup>rd</sup> October 2021
- NHP email forwarded to council 23<sup>rd</sup> October 2021
- SPCA Bulletin emailed to council 28<sup>th</sup> October 2021
- Details of a virtual seminar on the Commonwealth Games 2022 emailed to council 4<sup>th</sup> November 2021
- SPCA Bulletin emailed to council 4<sup>th</sup> November 2021
- Email from SCC Cllr. Phil Hewitt re grit bins in the parish emailed to council 10<sup>th</sup> November 2021
- SPCA Bulletin emailed to council 11<sup>th</sup> November 2021

- Email from resident regarding covid guidelines & meetings emailed to council 14<sup>th</sup> November 2021
- Email from resident regarding key holders register for CW &GVH emailed to council 16<sup>th</sup> November 2021
- NHP Working Group report emailed to council 17<sup>th</sup> November 2021
- CCDC details of Christmas events emailed to council 17<sup>th</sup> November 2021

**17. Minutes number 285/2021 – CCTV for CW&GVH – Nothing to report**

**18. Minute number 286/2021 – Christmas Tree for 2021 –** Members discussed the events and the plans for the evening, furniture as required will be loaned from the hall.

**19. Minutes number 287/2021 –** discussed in item 4

**Consider adoption of policies & post on the website –** Cllr. Sue Janes (Chairman) gave the existing policies to the clerk to update for consideration at a future meeting.

**20. Minutes number 288/2021 - Items for Discussion & the Agenda for the next meeting** - None

**21. Minute number 269/2021 Date of the next meeting :**

**Resolved: The next meeting will be Thursday 20<sup>th</sup> January 2022 @ 7.30pm at CW&GVH**

**The meeting ended at 9.30pm**