

Cannock Wood Parish Council



DRAFT Minutes of the Council Meeting held on Thursday 17th October 2024 commencing at 7.30pm at Cannock Wood and Gentleshaw Village Hall Buds Road Cannock Wood

PRESENT: Councillors: Sue Janes (Chairman), Avril Green, Fiona McMulkin, Elizabeth Whiteley, Paul Thomas.

IN ATTENDANCE: District Cllr. Andrea Muckley and Clerk Chris Gracey.

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

1. Minute number 334/2024 : Apologies – Cllrs. Steve Wroe (Vice-chairman), Pat Ansell and Phil Hewitt submitted apologies for tonight's meeting.

2. Minute number 335/2024 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 336/2024 Public participation

Minute number 336/2024/A Members of the public – None

The Chairman read out a letter from a resident of Slang Lane, regarding the speeding traffic that use the lane as a cut through, there is an equestrian centre in the lane and horses and riders are regularly coming and going during the day, and there is no signage at all at either end of the lane warning that there may be horses about. The resident commented that it is only a matter of time before there is an accident. Cannock Wood in general definitely could do with traffic calming. This letter will be forwarded to Cllr. Phil Hewitt.

Minute number 336/2024/B County Cllr's. Report. – None

Minute number 336/2024/C District Cllr's Report. – Cllr. Andrea Muckley reported on the following:

Nr. 62 bus service suspended for this week until Monday 21st October, whilst road works are carried out.

Fence being erected with concrete posts on Hollyhill junction Cumberledge Hill, A CCDC enforcement officer has been out and the work has been suspended.

Litter pick at Milking Brook.

Meeting held on the future of the MIU, no positive outcome for the unit.

Cllr. Elizabeth Whiteley reported that a litter pick will take place on the last Sunday of the month in Cannock Wood, meeting at the triangle.

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5. Minute number 337/2024 To confirm and agree as a true record of the minutes of the Parish Council meeting held on 19th September 2024.

Resolved: That the minutes of the meeting held on 19th September 2024 were accepted as a true and accurate record, proposed by Cllr. Elizabeth Whiteley seconded by Cllr. Avril Green and carried.

6. Minute number 338/2024 Matters arising from the minutes of the previous meeting not on the Agenda - None

7. Minute number 339/2024 Highways & Maintenance – Hayfield Hill hedgerow now cut. Potholes marked on HollyHill Road no work carried out.

8. Minutes number 340/2024 To receive reports from Councillors who have attended outside meetings: Cllrs. Elizabeth Whiteley and Paul Thomas both attended the SCC Transport Plan consultation, which was well attended and the documentation will be sent out shortly covering the content.

A website has been set up 'Let's talk transport' and there is already content on relating to parish transport matters, the link is [Let's Talk Transport | Let's Talk Staffordshire](#).

Cllr. Avril Green reported that two more volunteers for the barrier at Castle Ring have come forward through Next Door.

9 Minute number 341/2024 Planning applications for consideration or determined

Application No.	Location/address	Details of application	CWPC Comments/status
CH/24/209	16 High Meadow Cannock Wood	Certificate of lawfulness for loft conversion and rear dormer to existing dwelling	No Objections Refused 24 th September 2024 Because – <i>it isn't permitted development in Cannock Wood because the area is in the AONB (National Landscape).</i>

10. Minute number 342/2024 Finance

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

Date	Cheque Number	Payee	Purpose	VAT	Amount
17.10.24	001459	C E Gracey	Clerk's October salary	-	178.72
17.10.24	001460	HMRC	Clerk's October PAYE	-	44.80
17.10.24	001461	CW and GVH	Hall hire 19/09/24	-	24.00
17.10.24	001462	C E Gracey	Balance of cheque Nr. 001454	25.97	25.97
17.10.24	001463	Elan City LTD	2 x SID's batteries, solar pane, and mounting kit	835.80	5014.78
17.10.24	001464	E Whiteley	Scarecrow Festival 2024 expenses	-	26.68
Total				£861.77	£5314.95

Cllr. Fiona McMulkin proposed, seconded by the Cllr. Avril Green 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 30th September 2024

Bank Reconciliation		Cash Book Balance	
Current Account	27949.24	C/fwd(Incs) Election Reserves	29,151.29
Less Unpresented cheques	141.25	Receipts	6,685.98
		Payments	8,029.28
Total		Balance @ 30th September 2024 £27,807.99	

Financial statement – The clerk presented the financial statements for 30th September 2024 along with the bank statement at 30th September 2024 proposed by Cllr. Fiona McMulkin seconded by Cllr. Avril Green and carried.

11. Minute number 343/2024 – Parking outside the school – Cllr. Elizabeth Whiteley reported that you can report inconsiderate/unlawful parking on the SCC site and link is <https://www.staffordshire.gov.uk/Highways/Parking-and-enforcement/On-Street-Parking/Problem-parking/Report-problem-parking/Report-problem-parking.aspx>.

12. Minute number 344/2024 – Anti-social behaviour - None

13. Minutes number 345/2024 – Correspondence – Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:

- Email from SPCA with details of the new County Officer emailed to council 9th October 2024.
- Consultation on Policing, Fire and Rescue in Staffordshire details emailed to council 9th October 2024.
- CCDC emails with details of the Electoral Services review emailed to council 9th October 2024.
- Police statistic crime report for September emailed to council 9th October 2024.
- SPCA Newsletter emailed to council 9th October 2024.
- Cannock Chase DC newsletter emailed to council 9th October 2024.
- Katherine House Hospice update emailed to council 9th October 2024.
- Cannock Chase National Landscapes update emailed to council 17th October 2024.
- Website Administrator information emailed to council 17th October 2024.
- NALC newsletter emailed to council 17th October 2024.
- SPCA details through NALC on grave re-use emailed to council 17th October 2024.

Outgoing Correspondence :

Response to Ben Bradley regarding the website 9th October 2024.

Response to EON with details of AED 17th October 2024. ***Members discussed that locations for the future devices will be sought and a notice will be posted in the Village Voice asking for residents to come forward to site a device at their property.***

14. Minute number 346/2024 – Environmental and Biodiversity – Nunswell

Cllr. Elizabeth Whiteley reported that all the required work has been carried out at Nunswell, so that the arranged meeting can cover environmental matters.

15. Minute number 347/2024 – Community Events – Scarecrow Festival 2024 went well with 18 entrants, although one property was displaying two scarecrows, one was wearing her grandchild's football shirt, boots and holding a football, and went missing. The residents had left a bucket with apples outside for residents viewing the displays.

8.30pm Cllr. Paul Thomas arrived

16. Minute Nr.348/2024 – Road safety in the parish – The devices have been received and are being stored prior to installation. Quotes to be obtained for the installation of posts and then the devices will be fixed and put in commission.

17. Minute Nr.349/2024 – Christmas Tree 2024 – To be delivered on the 15th November 2024 for dressing prior to the switch on event.

18. Minute Nr. 350/2024 – The Good Councillors Guide – A hardcopy for each member and the clerk will be ordered.

19. Minute Nr. 351/2024 – Community/ Engagement/ Consultation/Survey – It was agreed that an annual review would be issued to inform residents of the progress.

20. Minutes Nr.352/2024 – Website – A local administrator has offered to present his service on a zoom meeting for all members, this was agreed, to take place in the new - year.

21. Minute Nr.353/2024 - AED Maintenance and purchasing other devices for the parish – as discussed in item 13.

22. Minute number 354/2024 - Items for Discussion & the Agenda for the next meeting

- Bench and installation

23. Minute number 355/2024 – Date of the next meeting will be Thursday 21st November 2024 at CW and GVH Buds Road Cannock Wood at 7.30pm.

The Chairman closed the meeting at 8.45pm

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