

	had also contacted County Councillor P. Hewitt who had asked for the member of public's details. Councillor K. Salter said he would contact County Councillor P. Hewitt on the matter on behalf of the member of public.	<i>To be actioned by Cllr. K. Salter</i>
4.	MINUTES	
4.1	The Minutes of the Council meeting held on 22 November 2018 were accepted as a true and correct.	
4.2	Resolved: That The minutes of the meeting held on 22 November 2018 were accepted as a true and correct record.	
5.	MATTERS ARISING FROM THE MINUTES NOT COVERED BY THE AGENDA	
5.1	No matters were arising.	
6.	COUNTY COUNCILLORS REPORT	
6.1	No County Councillors were in attendance and apologies had been received from both Councillor P. Hewitt and Councillor B. Jones.	
7.	PLANNING APPLICATIONS TO BE CONSIDERED OR DECIDED	
7.1	No applications had been received.	
7.2	A discussion took place on Planning Application CH/18/019 as to if any further information had been received. The Clerk explained she had contacted the Planning Officer several times and had no response. It was suggested that an email was sent and the Chair copied in asking what was happening as previous correspondence had stated that they were inclined to decline the application.	<i>To be actioned by the Clerk</i>
8.	FINANCE	
8.1	<u>Accounts to be Paid</u> A list of accounts to be paid was given: Clerk Salary Chq 000845 Clerk's Expenses Chq 000846 Staffordshire Playing Fields Association Chq 000847 £20.00	
8.1(i)	Resolved: That Payments be approved.	
8.2	<u>Village Hall Financial Support</u> Councillor Mrs S. Janes explained that she was the Parish Council's representative on the Village Hall Committee and saw the accounts monthly and would always bring any concerns to the Council. A discussion took place and it was noted that a set of accounts and the constitution should be submitted with any request for grants and therefore the Village Hall accounts for the year should be held by the Council. Councillor Mrs S. Janes was to be copied in to any emails sent to the Secretary of the Village Hall Committee.	<i>To be actioned by Clerk</i>
8.3	<u>Neighbourhood Plan effect on the Precept</u> A discussion took place on how the Neighbourhood Plan would affect the Parish Council financially. There was more money been released by Westminster for	

	Parish Councils in the form of Grants to assist with Neighbourhood Plans. Councillor K. Salter would look in to whether the Council would be entitled to a Grant and how much.	<i>To be actioned by Cllr. K. Salter</i>
8.3(i)	The Clerk was to look in to a consultant and arrange a meeting with those who have put their names forward to sit on the Committee so that everyone is aware of the commitment required.	<i>To be actioned by the Clerk</i>
8.3(ii)	The Council looked at the current accounts and the forecasted end of year figure and Councillor Mrs S. Janes proposed that an Earmarked Reserve amount of £5000.00 (five thousand pounds only) be set aside for the Neighbourhood Plan. This was seconded by Councillor Mrs P. Ansell.	
8.3(iii)	Resolved: That £5000.00 (five thousand pounds only) be earmarked from the General Reserves for the Neighbourhood Plan.	<i>To be actioned by the Clerk</i>
8.4	<u>Other Issues that Affect the Precept Request for 2018/19</u> It was noted that the County Council would be putting more onerous on the Parish Council and the Community to maintain verges, street lighting and hedge cutting. County Councillors had mentioned that there would be assistance in this matter and the Clerk was to ask them for further information.	<i>To be actioned by the Clerk</i>
8.4	<u>Precept Discussion</u> Using the information in Item 8.4 Councillor R. Poynton proposed the Council request £11000.00 (eleven thousand pounds only) Precept. This would be an increase on Band D of 4% which was a £1.07 (one pounds and seven pence only) increase on the current amount paid a year. This was seconded by Councillor K. Salter.	
8.4(i)	Resolved: That The Precept for 2018/19 be set at £11000.00 (eleven thousand pounds only) which was a 4% increase on last year's precept.	<i>To be actioned by the Clerk</i>
9.	Clerks Report	
9.1	The Clerk requested that a Facebook Page for Cannock Wood Parish Council be set up. It would be needed for the Neighbourhood Plan. A discussion took place and it was agreed that the Clerk set up a Facebook Page for the Cannock Wood Parish Council which would run alongside the Next Door site.	<i>To be actioned by the Clerk</i>
10.	Councillors Reports	
10.1	Councillor Mrs P. Ansell attended the following meetings: <ul style="list-style-type: none"> • Policy Resources Meeting at the Staffordshire Parish Council Association; • Cannock Chase Arts Council Meeting; • Staffordshire Playing Fields Association - It was noted that the meeting discussed how developers are buying up Bowling Greens to build on. • Joint Committee for Area of Outstanding Natural Beauty – Councillor K. Salter asked if the Grant for the bollard at Castle Ring had been discussed. Councillor Mrs P. Ansell explained there were issues regarding Cannock 	<i>To be actioned by Cllr K. Salter</i>

	Chase Council who were the landowners. Councillor K. Salter would contact the AONB to get clarification.	
11.	FUTURE OF CANNOCK WOOD AND THE NEIGHBOURHOOD PLAN	
11.1	This matter was discussed in Items 8.3 and 8.4.	
11.2	Councillor K. Salter was writing letters to all those who have shown an in the Committee for the Neighbourhood Plan to explain that the Council would be in contact with further information shortly and to thank them for their interest.	<i>To be actioned by Cllr K. Salter</i>
12.	AFTERNOON TEA	
12.1	Councillor Mrs A. Green explained everything was up and running and she was awaiting confirmation from the Village Hall every other Monday. The Clerk explained it would be going to the Village Hall Committee on the 28 January 2019 and the information would be given to them to help make a decision.	<i>To be actioned by the Clerk</i>
13.	HIGHWAYS	
13.1	The Issue of Chapel Lane was discussed again regarding its state of repair. The Council wished for further information from the County Council as to what would be done with the Lane as it was in a dangerous state.	<i>To be actioned by the Clerk</i>
14.	COUNCILLORS EMAIL	
14.1	The Councillors emails were up and running and paperwork was given to the Councillors on how to access them. The Councillors wished the Clerk to monitor the emails for the Councillors also.	
15.	ITEMS FOR DISCUSSION/FUTURE AGENDA ITEMS	
15.1	<ul style="list-style-type: none"> • Trough round the tree • School Crossing Patrols • Afternoon Tea • Neighbourhood Plan 	<i>To be actioned by the Clerk</i>
16.	DATE OF THE NEXT MEETING	
16.1	The next meeting of Cannock Wood Parish Council will be Thursday 28 February 2019 at 7.30pm.	
There being no further business the meeting closed at 8.57pm		
Signed.....		
Date.....		