

Cannock Wood Parish Council



Minutes of the Virtual Council Meeting held on Thursday 10 September 2020 commencing at 7.30pm

PRESENT: Councillors P. Ansell (Chair) K.Salter (Vice-Chair) , I. Bamford, F. Frison, A. Green, S Janes

IN ATTENDANCE: County Councillor P Hewitt, Wendy Hollinshead-Acting Clerk, Chris Gracey new Clerk, and two members of the public.

The Chair welcomed everyone to the meeting and explained how the meeting would operate. The Chair also welcome Chris Gracey to the meeting who will be commencing as the new permanent Clerk to the Parish Council following this meeting.

1. Minute number 18/2020: Apologies.

There were apologies from Cllr Poynton due to annual leave.

Resolved to accept apologies for absence.

2. Minute number 19/2020 Declarations of interest

Cllr Ansell advised that she has now accepted the role of Chair of Rugeley Town Council. Cllr Ansell declared an interest in item 12 b) as she is Chair of Beaudesert Playing Fields and Recreation Trust.

3. Minute number 20/2020 Public participation

Minute number 20/2020/A Members of the Public

A resident raised concerns over anti-social behaviour on the Beaudesert Playing Field. There is a lot of coming and going at all hours of the day and night and drug taking/dealing is suspected. The people concerned are parking on Chesthall Road and then gathering around the pavilion and container. There is noise and slamming of car doors late at night. A report has been made to the Police but the parish council were asked if there was anything they could do to assist.

Minute number 20/2020/B County Councillors report. Cllr Hewitt advised that he is aware of the anti-social behaviour problem which has cropped up in other areas of Cannock Wood only for preventative measures to displace the activity to a new area. Cllr Hewitt will raise the issue with the Chief Inspector and add it to the agenda for the inter- agency meeting to tackle anti-social behaviour. He called for complaints to be sent direct to him so he can address the issue. Cllr Hewitt had no new issues to raise.

Minute number 20/2020/C District Councillors Report. Cllr Muckley was not present but had sent the following message: - *"On Sunday 27th September there will be a community litter pick starting at Castle Ring car park at 10am. Bags and pickers will be provided for attendees. Obviously, we are well aware of social distancing provisions and therefore, if there are more than 6 attendees we will split into smaller groups. Historically we have not found much litter up on Castle Ring but we noticed an increase in litter during lockdown which has persisted throughout the Ward. We hope that residents will be able to attend to help keep our area clean and our wildlife safe."*

4. Minute number 21/2020 To confirm and agree as a true record of the minutes of the previous Parish Council meeting held on 06 August 2020

Resolved: That the minutes of the meeting held on 06 August 2020 were accepted as a true and accurate record

5. Minute number 22/2020 Matters arising from the minutes of the previous meeting not on the Agenda.

None.

6. Minute number 23/2020 Planning applications for consideration or decided

Application No.	Location/address	Details of application	CWPC Comments	Status
CH/20/301	72 Hayfield Hill Cannock Wood, Rugeley, WS15 4RS	Proposed first floor side extension		Undecided
CH/20/199	Bellscale How, Chapel Lane	New pitched roof over dwelling with reduced ridge height		Approved

Resolved: To make no comment in respect of the application numbered CH/20/301

7. Minute number 24/2020 To receive reports from Councillors who have attended outside meetings.

Cllr Ansell reported that she has attended the Staffordshire Parish Council Association this week.

Cannock Chase District Council wish the Parish Council to nominate a representative to attend the CCDC Standards Committee.

Resolved: to defer nominating a representative to the CCDC Standards Committee to the next meeting after the Clerk ascertains the frequency of the meetings.

8. Minute number 25/2020 To consider parking outside of the school

Cllr Bamford reported that the school has re-opened and the parking issue has returned. It was bad for the first few days but has now got a little better. The County Council are in the process of seeking a Traffic Order for the zigzag lines so that parking restrictions can be enforced. The issue may be displaced to elsewhere such as the Church car park or further down Chestall Road and so will be monitored.

Resolved: to monitor the situation and consider the issue again at the next meeting.

9. Minute number 26/2020 To consider highways and maintenance.

Cllr Bamford reported that the gravel bins are full. There is a large pot hole on Holly Hill Road below Castle Ring. There is the possibility of BT installing fibre optic cable into the village and this will be monitored and information shared of any roadworks as appropriate.

10. Minute number 27/2020 To consider the proposed Neighbourhood Plan

Cllr Salter advised that grants are now available again. It would be worthwhile submitting an application to see what funds could be available to progress the Neighbourhood Plan.

Resolved: Cllr Salter to make an application for grant funding for the Neighbourhood Plan.

11. Minute number 28/2020 To consider plans for Christmas 2020.

The tree and lights had been well received last year. The electrical box which connects the tree lights needs to be replaced.

Resolved: Cllr Salter to purchased another connection box up to a value of £60.

Resolved: To purchase a Christmas tree up to a value of £500.

Resolved: Cllr Salter to obtain a quote for the cherry picker to install the lights so that it can be booked in plenty of time.

Resolved: The tree will be installed on 21 November 2020 with a switch on of the lights 27/28 November, any event to follow Covid-19 guidance at the time.

12. Minute number 29/2020 Finance

a)The following accounts were due to be paid and payment was approved.

Date	Cheque Number	Payee	Purpose	Amount	Power
10.09.2020	01145	W.Hollinshead	Reimburse printing costs for NP flyers	44.16	

10 September 2020

Cannock Wood PC Minutes

Chair initials.....

10.09.2020	01146	W.Hollinshead	Clerk salary March-Sept 2020	330.00	
10.09.2020	01147	Staffordshire Playing Fields Association	Subscription	20.00	

b) to consider an application for a Grant by the Beaudesert Sports Field and Recreation Trust.

A fully completed form has not been received. Given the issues of anti-social behaviour on the playing field funds may need to be utilised in security measures. A meeting with the Playing Fields Committee may be needed to look at these measures to deter anti-social behaviour and consideration of the financial situation of the Trust.

Resolved: To defer the decision until the next meeting when more information can be made available.

c) To approve the financial statement for the year to 5 September 2020.

Current Account	13326.75
Reserve Account	4247.65
Less unrepresented Chq's	<u>404.38</u>
Total	17170.02

Resolved: to accept the financial statement for the period ending on 5 September 2020.

13. Minute number 30/2020 Items for the Agenda for the next meeting.

Anti-social behaviour, Parking, Neighbourhood Plan Grant application, Christmas, Website.

14. Minute number 31/2020 To consider the complaint to Yorkshire Bank

A response has been received that the complaint is being dealt with but no substantive response has been received other than an explanation that there will be delays due to Covid-19.

Resolved: To send another letter immediately asking for a response within 14 days

15. Minute number 32/2020 To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the Public

To consider the terms of appointment of a new Parish Clerk.

Resolved: to exclude members of the Public

Resolved: To appoint Chris Gracey as permanent Clerk to the Parish Council with immediate effect.

Resolved: That the normal working hours will be 15 per month but that may be increased for the first three months to 25 hours as necessary depending on the workload.

Resolved: To approve up to 15 hours for the Acting Clerk to draw the minutes of this meeting and follow up correspondence, prepare all files for hand-over and carry out a full hand over to the new Clerk.

Resolved: the salary for the Clerk will set out in a detailed letter of engagement with a review of arrangements after a trial period of 6 months.

Resolved: the new Clerk will open a Pro- Zoom account for the Parish council on an annual subscription with a cost authorised up to £120 plus VAT.

16. Minute number 33/2020 Date of next meeting.

Resolved: The next meeting will take place via zoom on Thursday 8 October at 7.30pm and the meeting after that will be on 12 November 2020 at 7.30pm

There being no other business the meeting closed at 9.12pm