



## CANNOCK WOOD PARISH COUNCIL

You are hereby summoned to attend a virtual meeting by Zoom of the Parish Council to be held at 7.30pm on Thursday 12<sup>th</sup> November 2020.

If members of the public have a question/query or wish to give a report to the Parish Council. Please contact the Acting Clerk by email to [parish.council@cannockwood.org](mailto:parish.council@cannockwood.org) with the details, at least 48 hours prior to the scheduled meeting.

### **To Join the Zoom Meeting**

**Meeting ID: 825 3969 2911**

**Password: 269738**

For the foreseeable future, it is proposed that this Parish Council uses “Zoom” to conduct remote meetings. Should a member of the public wish to observe the meeting it is requested that they contact the parish Clerk by email at [parish.council@cannockwood.org](mailto:parish.council@cannockwood.org) for further guidance.

### **Remote Meetings Protocol**

#### **IMPORTANT**

**Members of the Public should be aware that the Parish Council Meeting will be recorded.**

In order to ensure that the meeting is conducted in an orderly and lawful manner, members of the public wishing to observe the Meeting **MUST WITHOUT FAIL OBSERVE THE FOLLOWING RULES.**

#### **On Joining the Meeting:**

1. MUTE your microphone (SWITCH OFF).
2. Enable video (if you have it).

#### **During the Meeting.**

1. DO NOT SWITCH ON YOUR MICROPHONE UNTIL REQUESTED TO DO SO BY THE CHAIRMAN.
2. DO NOT attempt to speak until the Chair asks you to speak
3. If you wish to speak be aware that you will be required to:
  1. Provide your name
  2. Confirm whether you are a registered Elector of Cannock Wood Parish.
  3. If you are not a registered elector as in 3 (2) above, you will need to state the basis on which you are raising the issue.
4. In order to comply with the General Data Protection Regulations embodied in the Data Protection Act 2018 ('the Act') members of the

public when speaking **MUST NOT** provide information that either directly or indirectly identifies any individual.

### **Further Information**

Members of the public should be aware that any issues raised at the remote meeting by them under Public Speaking will not be commented on or debated by the Parish Council during the remote meeting. The Chairman will indicate if the issue will be added to a future agenda.

### **AGENDA**

- 1. Welcome and Apologies**
- 2. Declaration of members' Interests**
  - a. Register of Interests: Councillors are reminded of the need to update their Register of Members Interests Forms.
  - b. To declare any Personal and Prejudicial Interest in items on the agenda and their nature. (Councillors with a Prejudicial Interest must leave the room at the relevant items). Where a member indicates they have a prejudicial interest but wish to make representation regarding the item before leaving the meeting, those representations must be made under item (c) Public Speaking below
- 3. Public Speaking**
  - a. At the start of the meeting a period of not more than fifteen minutes will be made available for members of the public and members and members of the Council to comment on **any matter in the agenda**.
  - b. If a County Council or District Council Member is in attendance, they will be given the opportunity to raise any relevant matter. Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.
- 4. Minutes** - To approve the minutes from the meeting held on the 8<sup>th</sup> October 2020 delivered by Zoom, as a true and correct record and **will be signed by the Chair at a later date**.
- 5. Matters Arising from the Previous Meeting Not on the Agenda**  
To discuss items from the minutes not covered on the Agenda
- 6. To receive reports from Councillors who have attended outside meetings.**
- 7. Planning Applications for consideration and ratification**

<b>Application No.</b>	<b>Location/address</b>	<b>Details of Application</b>	<b>CWCP comment</b>	<b>Status</b>
CH/20/267	Fern Royd Buds Road	Single storey extension to front elevation/porch		Decided Approved
CH/20/301	72 Hayfield Road	1 <sup>st</sup> floor side extension		Decided Approved

### **8. Finance**

a) Accounts paid and to be paid.

Date	Cheque Number	Payee	Purpose	Amount	Power
12.11.20	001155	C E Gracey	Clerk's October salary 15hrs	£143.10	
12.11.20	001156	HMRC	Clerk's October PAYE	£ 33.00	

- a) To approve the income received -
- b) To approve the financial statement 1<sup>st</sup> April to 31<sup>st</sup> October 2020
- c) To approve grant application from Beaudesert Sports Field & Recreational Trust.
- d) To approve grant application from CW & GVH
- e) Consider CILS Money spend – within the community
- f) To approved Financial Regulations

**9. Parking outside the school**

**8. Highways & Maintenance – potholes - hedgerows**

**9. Neighbourhood Plan & Funding.**

**10. Anti-social behavior on the playing fields**

**11. Christmas tree update**

**12. Website - review**

**13. LOGO - review**

**14. Hedging cutting around the Parish**

**15. CCTV for CW & GVH**

**16. Items for Discussion/Future Agenda items,**

**17. Date of the next Zoom Parish Council Meeting to be agreed.**

***I hope you will be able to attend the meeting***

Patricia Ansell Chairman  
Cannock Wood Parish Council