

Cannock Wood Parish Council



DRAFT Minutes of the Annual Parish Assembly commencing at 7pm & Council Meeting held on Thursday 21st April 2022 commencing at 7.30pm at Cannock Wood & Gentleshaw Village Hall Buds Road Cannock Wood

Annual Parish Assembly

1. The Chairman Cllr. Sue Janes, welcomed residents, new councillor Steve Wroe & Members to the 2022 Annual Parish Assembly

2. **Chair's annual report 2021-22** – The Chair read out her annual report, copies are available and the report will be available on the website.

Chairman's Report 2021/22

After a couple of quiet years due to covid, this year has been a more active one for your Parish Council.

One of the main areas of activity has been the development of a Neighbourhood Plan for the Parish. Thanks to a group of dedicated and hard- working residents, who have formed a Working Group together with some of the Parish Councillors and supported by the Clerk, great progress has been made this year.

The Plan is now reaching the consultation phase before the final version in written. Once the final version has been approved by the Local Authority there will be a Referendum in the village and the plan, if passed, will be a statutory document and will influence planning decisions in the future.

The response from residents to the two consultation documents has been excellent. The overwhelming feeling has been that residents value our village as a beautiful, friendly place to live, surrounded by countryside and with amazing views. The principal objective of the NP is to keep it that way.

An on-going problem which we are trying to alleviate at the moment is that of parking at school start and end times. To that end we are having regular meetings with Longdon Parish Council, the School, the Church, and the Village Hall, all of whom are impacted by the problem. We have agreed on the erection of speed signs which may help and are looking at further measures for the future.

The PC has supported several local organisations with grants this year. In addition to the Village Hall and the Playing Field which are the principal assets of the village, we have supported Beaudessert Toddle and Tumble Group, the Cannock Chase Shed, Burntwood First Responders and Katherine House Hospice.

We have unfortunately had to say goodbye to one of our Councillors, Kevin Salter, who has left the area. Another of our Councillors, Ian Bamford, is resigning due to work pressure. Ian has been a Councillor for 17 years and worked tirelessly. We will miss them both, especially as they had made the putting up of the Christmas Tree each year their own special thing. We will be looking for volunteers!

We are very pleased to welcome to the Council Steve Wroe who has been co-opted to fill the vacancy left by Kevin. We will be calling for applications to fill Ian's place.

21st April 2022

Cannock Wood PC Minutes

Chair initials.....

Lastly, I would like to thank all the Councillors and members of the Working Group for their hard work and commitment. My special thanks also to our Clerk, Chris Gracey, for her support and hard work. Thank you all.

3. Resident's questions – open forum – No comments or questions from the floor.

Cllr. Avril Green reported that as a Parish Council award a Cannock Wood resident with an award for services to the Village or to a fellow or fellows residents. This would be open to any CW resident who felt that someone had done them a kind service and deserved some recognition. Cllr. Avril Green had attended another Council's AGM and it was warmly received by the residents of the area. County Cllr. Phil Hewitt commented that it was something that had been running for some time and was always a pleasure to give it and watch those that received it. Cllr. Avril Green proposed that CWPC do something similar, seconded by Cllr. Pat Ansell and agreed. The council will consider this for the next assembly in 2023, guidelines will have to be agreed and a form compiled for nominations.

No other residents had any comments so the assembly was closed.

4. Date of the next assembly – 20th April 2023

Council Meeting

PRESENT: Councillors: Sue Janes (Chairman) Ian Bamford(Vice-chairman) , Pat Ansell, Frans Frison, Avril Green, Steve Wroe

IN ATTENDANCE: County Cllrs. Phil Hewitt & Johnny McMahon, Clerk Chris Gracey, & 6 residents including members of the NHP Working Group

The Chairman Cllr. Sue Janes opened the meeting & welcomed new councillor Steve Wroe & members to the meeting.

1.Minute number 348/2022 : Apologies – Cllrs. Richard Poynton & Andrea Muckley

2.Minute number 349/2022 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.

The Chair commented that she now held the Register of Interest file for the NHP Working Group.

3.Minute number 350/2022 Public participation

Minute number 350/2022/A Members of the public – No comments

Minute number 350/2022/B County Cllrs. Report – Cllr. Phill Hewitt reported that the funding was in place for the proposed SID post and a date for a site meeting will be arranged shortly.

He also reported that the minor injuries unit at Cannock Chase Hospital had closed during the initial pandemic, it is the only unit in the area still closed, there has been information that it is due to open in June but both county councillors are pressing for its re-open as soon as possible.

Nr.62 bus service awaiting more information from the service provider & the county council.

Cllr. Johnny McMahon gave the meeting an update on the pandemic – The numbers of people getting covid are reduced, although this may be because the free testing has stopped, there is random testing but he had no details of the procedure and how it is operated. Hospitalisation is on the increase but patients are coming in for other reasons and following automatic testing many are found to be positive, a high number of the positive cases are non-vaccinated patients.

Minute number 350/2022/C District Councillors Report. – No one present.

Minute number 351/2022/D Neighbourhood Plan – The working group submitted a report to the council covering their progress.

Minute number 331/2022/E Nunswell Park - Response received from Cannock Chase District Council regarding the survey, comments included whilst they were supportive of the survey, at present there were no available resources to cover the cost. Members discussed the survey, agreed to respond to the reply for further information.

4. Minute number 352/2022 To confirm and agree as a true record of the minutes of the previous Parish Council meeting held on 17th March 2022 subject to amendments and corrections,

Resolved: That the minutes of the meeting held on 17th March 2022 subject to amendments and corrections were accepted as a true and accurate record proposed by Cllr. Ian Bamford(Vice-chairman) seconded by Cllr. Pat Ansell & carried.

5. Minute number 353/2022 Matters arising from the minutes of the previous meeting not on the Agenda – None

6. Minute number 354/2022 Highways & Maintenance - Cllr. Ian Bamford (Vice-chairman) reported that no work has been carried out on hedgerows, footpaths, potholes, drains and gullies.

7. Minutes number 355/2022 To receive reports from Councillors who have attended outside meetings – Cllr. Pat Ansell reported that she had not attended any meetings this month, however she had been co-opted onto a NALC Committee.

8. Minute number 356/2022 Planning applications for consideration or decided

Application No.	Location/address	Details of application	CWPC Comments/status
CH/22/0025	35 Slang Lane Cannock Wood	Demolition of existing garage, proposed 2 storey side ext. & single storey rear ext.	Approved
CH/21/0292	Land South East of New Hayes Farm Holly Hill Road Cannock Wood	Appeal against planning decision to refuse permission for change of use from stable to dwelling	Appeal lodged – CWPC will submit additional comments & reinforce their previous comments
CH/22/0109	19 Pineside Avenue Cannock Wood	2 storey ext.to the side with garage, utility & bedroom upstairs	No objections/comments

10. Minute number 357/2022 Finance

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

Date	Cheque Number	Payee	Purpose	VAT	Amount
21.04.22	001295	CANCELLED			
21.04.22	001296	CW&GVH	Donation	-	2860.00
21.04.22	001297	Groundwork UK	Grant underspend	-	578.90
21.04.22	001298	SWLT	NHP LWS&BNG	120.00	720.00
21.04.22	001299	SWLT	NHP Ecology Data	70.00	420.00
21.04.22	001300	CE Gracey	April Salary	-	162.12
21.04.22	001301	HMRC	PAYE	-	33.40
21.04.22	001302	E A Roy	Websitemaintenance2022-23	-	140.00
21.04.22	001303	SPCA	Subscription 2022-23	-	294.22
21.04.22	001304	EON	Electricity for Christmas tree	2.25	47.34

21.04.22	001305	Katherine House Hospice	Donation	-	500.00—proposed by Cllr. Avril Green seconded by Cllr. Pat Ansell & carried
21.04.22	001306	Cannock Wood Methodist Church	Donation	-	120.00—proposed by Cllr. Ian Bamford(Vice-chair) seconded by Cllr. Pat Ansell & carried
21.04.22	001307	E Taylor	NHP Consultant	-	6050.00
Total				£192.25	£11925.98

Cllr. Avril Green proposed, seconded by the Cllr. Pat Ansell & carried, that the payments be approved
Resolved: that the payments paid/ to be paid are approved. Grant applications were approved before the payments were approved.

b) To approve income received – None

c) 1st April to 31st March 2022

Bank Reconciliation		Cash Book Balance	
Current Account	32,359.76	C/fwd(Incs) Election Reserves	34,068.05
Reserve Account	4,247.71	Receipts	26,857.80
Less un ^p cheques	0.00	Payments	24,318.38
<u>Total</u>	<u>£36,607.47</u>	<u>Balance @ 31st March 2022</u>	<u>£36,607.47</u>

1st April to 28th February 2022

Bank Reconciliation		Cash Book Balance	
Current Account	35,920.42	C/fwd(Incs) Election Reserves	34,068.05
Reserve Account	4,247.71	Receipts	26,857.80
Less un ^p cheques	43.20	Payments	20,800.92
<u>Total</u>	<u>£ 40,124.93</u>	<u>Balance @ 28th February 2022</u>	<u>£40,124.93</u>

d) Ear Marked Funds to be C/fwd to 2022-23 – Members discussed the funds to be earmarked for 2022-23, Cllr. Steve Wroe commented that the budget for 2022-23 was insufficient, it should contain details of all general expenditure from precept income, general reserve funds, and ear marked funds. This will be considered in more detail.

The EMF are NHP £5,300, Community projects £6,800, Elections £4248 totalling £16,348 proposed by Cllr. Avril Green seconded by Cllr. Pat Ansell and carried.

e) To consider grant application from Katherine House Hospice – Cllr. Avril Green proposed the amount of £500 applied for, seconded by Cllr. Pat Ansell & carried

f) To consider grant application for Cannock Wood Methodist Church – Cllr. Pat Ansell proposed the amount of £120 applied for, seconded by Cllr. Ian Bamford(Vice-chairman) & carried.

11. Minute number 358/2022 – Parking outside the school – Cllr. Ian Bamford (Vice-chairman) reported that a meeting will be arranged shortly with all parties to update and consider future strategy.

12. Minute number 359/2022 – Anti-social behaviour - None

13. Minute number 360/2022 – Queens Platinum Jubilee – The Chair reported that the proposal is to organise a picnic in the field, with organised games for the children, the toilet facilities will be available in the hall and banners advertising the event will be displayed in the parish. As the hall is not available due to other events, insurance cover will be sought. Members discussed the other events in the parish and agreed to contact the police for consideration with any traffic problems over the jubilee long week-end.

Members discussed the field events and agreed to contact Nigel Ruse and ask him to meet with the council for future events.

14. Minutes number 361/2022 – Correspondence – Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:

- Response from CCDC regarding Nunswell Park emailed to council 11th April 2022
- Email from District Cllr. Andrea Muckley with information on “20’s plenty speed limit” emailed to council 12th April 2022
- SPCA Bulletin emailed to council 12th April 2022
- Email from CCDC regarding Jubilee Events emailed to council 13th April 2022
- SPCA Bulletin to council 19th April 2022

Cllr. Frans Frison commented on the information on ‘20’s plenty speed limit that had been forwarded from Cllr. Andrea Muckley, further information was offered and he proposed that we follow it up, this was agreed, Cllr. Frans Frison will contact the Staffordshire team.

15. Minute number 362/2022 – Consider adoption of policies & post on the website – deferred until the next meeting.

16. Minute number 363/2022 – Park Gate Inn – Asset of Community Value – This has now been approved and will be on the register of community value assets for the next 5 years.

17. Minutes number 364/2022 – Cannock Wood Methodist Church – Asset of Community Value – The application form has been acknowledged by Cannock Chase DC.

18. Minute number 365/2022 – Climate Change – Members discussed the item and agreed to leave the item on the agenda for further discussion.

19. Minute number 366/2022 - Items for Discussion & the Agenda for the next meeting
- None

20. Minute number 367/2022 Date of the next meeting :

Resolved: The next meeting will be Thursday 19th May 2022 7,30pm AGM & the Council Meeting will follow on at CW&GVH, Buds Road, Cannock Wood

The meeting ended at 9.30pm.