

Cannock Wood Parish Council



DRAFT Minutes of the Council Meeting held on Thursday 20th January 2022 commencing at 7.30pm at Cannock Wood & Gentleshaw Village Hall Buds Road Gentleshaw.

PRESENT: Councillors: Sue Janes (Chairman) Ian Bamford(Vice-chairman) , Pat Ansell, Richard Poynton

IN ATTENDANCE: District Cllr. Andrea Muckley, Clerk Chris Gracey, & 7 residents including 6 members of the NHP Working Group

The Chairman Cllr. Sue Janes opened the meeting & welcomed everyone to the meeting.

1.Minute number 290/2022 : Apologies – Cllrs. Frans Frison, Avril Green, County Cllrs. Phil Hewitt & Johnny McMahon

2.Minute number 291/2022 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 292/2022 Public participation

4.Minute number 292/2022/A Members of the public – A resident commented that the metal post holders were still in place from the fencing surrounding the Christmas tree and could be a trip hazard, Cllr. Ian Bamford (Vice-chairman) commented that he would remove them and put them into storage with the other items.

A resident commented on a fall in Lichfield which she had reported to SCC and was disappointed in their lack of response regarding her injuries and the trip hazard on the main thoroughfare. The clerk confirmed that she had forwarded the resident contact details of the Highways Manager for Lichfield.

4.Minute number 292/2022/B- NHP Working Group -submitted a report to council of their progress, the report will go onto the website.

A member of the working group commented that the 2nd grant had been approved for phase 2.

Website – the working group confirmed that the present arrangements, with the clerk uploading their information was sufficient.

The Chair commented on the draft Local Plan review & the housing needs survey, there is no present plans to include any future housing development in the area.

Minute number 292/2022/C County Cllrs. Report – None

Minute number 292/2022/D District Councillors Report. – District Cllr. Andrea Muckley commented on the following:

The new multi-use waste bin is being used well, at the present time it is being emptied on a weekly basis on Tuesday's, there are occasions when the bin is overflowing, so it may be necessary for a more frequent emptying.

Residents have commented that there is a lack of grit bins in Cannock Wood and the neighbouring parishes.

5. Minute number 293/2022 To confirm and agree as a true record of the minutes of the previous Parish Council meeting held on 18th November 2021

Resolved: That the minutes of the meeting held on 18th November 2021 were accepted as a true and accurate record proposed by Cllr. Ian Bamford (Vice-chairman) seconded by Cllr. Pat Ansell & carried.

6. Minute number 294/2022 Matters arising from the minutes of the previous meeting not on the Agenda – None

7. Minute 295/2022 Highways & Maintenance - Cllr. Ian Bamford (Vice-chairman) commented that there is nothing more to report and the existing outstanding works remain the same. He commented on the overgrown hedgerow on Buds Road and members commented that unless it was cut shortly the nesting bird season would soon be here preventing the work to be carried out, the clerk will follow up the outstanding work with highways.

8. Minute number 296/2022 Resignation of Councillor – Casual Vacancy

The Chairman confirmed that Cllr. Kevin Salter had resigned and following this meeting the vacancy would be advertised on the website inline with election policy. The Chair of the parish council Cllr. Sue Janes will take the lead of the NHP Working Group, although she will not chair their meetings, they will appoint a chair from the volunteers.

9. Minutes Number 297/2022 To receive reports from Councillors who have attended outside meetings – none attended

10. Minute number 298/2022 Planning applications for consideration or decided

Application No.	Location/address	Details of application	CWPC Comments
CH/22/0011	58 Hayfield Hill Cannock Wood	Alterations in include: Replacement roof, 2 storey side & rear ext. new bay window & canopy to the front of the property	No documents available decision deferred until the documents are available.
CH/22/0013	22 Pineside Avenue Cannock Wood	Single storey Extension	Deferred until the documents are distributed to members
CH/21/0410	Cairn Doon Buds Road Cannock Wood	Addition of 2 obscure high level windows	Approved 22/12/2021

11. Minute number 299/2022 Finance

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

Date	Cheque Number	Payee	Purpose	VAT	Amount
20.01.22	001277	-	-	-	CANCELLED

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Chair initials.....

20.01.22	001278	E A Roy	Website review	-	675.00
20.01.22	001279	C E Gracey	Clerk's January salary	-	160.90
20.01.22	001280	HMRC	Clerk's PAYE	-	33.20
20.01.22	001281	Treeway Ltd	Bal. of Christmas Tree items	9.00	54.00
20.01.22	001282	E J Taylor	NHP Consultant	-	6,325.00
20.01.22	001283	E Whiteley	Reimburse payment of grant underspend	-	421.00
Total				9.00	£7694.10

Cllr. Richard Poynton proposed, seconded by the Cllr. Pat Ansell & carried, that the payments be approved **Resolved: that the payments paid & to be paid are approved.**

b) To approve income received – £6,796 grant for NHP 2nd proposed Cllr.Pat Ansell seconded Cllr. Richard Poynton and carried.

c) Financial Statement 1st April to 31st December 2021 – proposed by Cllr.Richard Poynton seconded by Cllr.Ian Bamford(Vice-chairman) and carried.

d) To consider Grant application from Cannock Chase Shed - £500 was awarded proposed by Cllr. Pat Ansell seconded by Cllr. Ian Bamford (Vice-chairman) and carried

e) To approve Budget 2022-23 & Precept 2022-23 – Members discussed the Budget for 2022-23 and considered the Precept Cllr. Ian Bamford (Vice-chairman) proposed 4% seconded by Cllr. Pat Ansell and carried.

f) To approve Internal Auditor for 2022-23 - Cllr. Ian Bamford (Vice-chairman) proposed Black Rose Solutions, Sandie Morris, seconded Cllr. Pat Ansell and carried.

12. Minute number 300/2022 – Parking outside the school – Cllr. Ian Bamford (Vice-chairman) commented that the Chair & himself had attended a site meeting with Longdon PC to consider the problems at outside the school and surrounding areas. He confirmed that a formal meeting is required with all parties.

13. Minute number 301/2022 – Anti-social behaviour - Comments on attempted burglary, with the removal of fence panels to gain access. Members concluded that we need the presence of a PCSO at the next meeting, the clerk will contact the police and request attendance.

14. Minute number 302/2022 – Gully Cleansing – Road Sweeping –Cllr. Ian Bamford (vice-chairman) commented that the second sweep & cleanse is complete.

15. Minutes number 303/2022 – Correspondence – Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:

- Email District wide Events Committee with details of Group Meeting emailed to Council 18th November 2021
- Email from resident regarding the website emailed to council 21st November 2021
- SPCA AGM details emails to council 21st November 2021
- SPCA Annual Report correction to previous email of 21st November emailed to council 22nd November 2021
- SPCA Bulletin emailed to council 29th November 2021
- Email from resident regarding school parking emailed to council 16th December 2021

- Email from resident regarding content of the published Items of Expenditure exceeding £100, emailed to council 5th January 2022
- Email from resident with queries on the NHP Working Group emailed to council 5th January 2022
- CCDC email with details of the cancellation of the Standards Committee meeting, details forward to Cllr. Pat Ansell the council's representative of the committee 7th January 2022
- Email from CCDC asking for comments on the New Strategy for Private Sector Homes emailed to council 8th January 2022
- SPCA Bulletin emailed to council 10th January 2022
- NHP Working Group Council report for Nov, Dec & January emailed to council 17th January 2022
- Email from resident with a query on the details of county councillor for Lichfield & attending our next meeting, emailed to council 17th January 2022

16. Minute number 304/2022 – Christmas Tree for 2021 – Members discussed the “lighting up” event, which was a great success £600 was raised for the 2 nominated charities. Many thanks to all the volunteers, the residents that donated the refreshments and their assistance on the night in serving the public. A big thank you to Kevin Salter & Cllr.Ian Bamford(Vice-chairman) for their hard work in erecting the tree and putting up the security fencing in place. Well done to everyone

17. Minutes number 305/2022 – Consider adoption of policies & post on the website – The clerk commented that the draft policies will be distributed to council for consideration shortly.

18.Minutes number 306/2022 – Park Gate Inn – Asset of Community Value – This item was requested by Cllr. Avril Green, in her absence she has forwarded notes to the Chair. Cllr. Avril Green has checked if the building is listed, it is not, she has also determined who owns the building. Members discussed for consideration making the public house an Asset of Community Value, the clerk will download the forms for consideration at the next meeting.

19. Minutes number 307/2022 – Climate Change – Members discussed the planting of native trees in suitable areas.

20. Minutes number 308/2022 - Items for Discussion & the Agenda for the next meeting:

Queens Platinum Jubilee

21. Minute number 309/2022 Date of the next meeting :

Resolved: The next meeting will be Thursday 17th February 2022 @ 7.30pm at CW&GVH

The meeting ended at 8.50pm