

Cannock Wood Parish Council



DRAFT Minutes of the Council Meeting held on Tuesday 15th June 2023 commencing at 7.30pm at Cannock Wood & Gentleshaw Village Hall Buds Road Cannock Wood

COUNCIL MEETING

PRESENT: Councillors: Sue Janes (Chairman), Steve Wroe (Vice-chairman), Pat Ansell, Avril Green, Fiona McMulkin, Liz Whiteley

IN ATTENDANCE: County Cllr. Phil Hewitt, Clerk Chris Gracey,

1. Minute number 43/2023 : Apologies – District Cllrs. Andrea Muckley and Jo Elson

2. Minute number 44/2023 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 Register of Interest file for the NHP Working Group is held by the Chairman Cllr. Sue Janes.

3. Minute number 45/2023 Public participation – Two Committee members from CW&GVH Committee attended the meeting, Chairman Alan Blank and Treasurer Roger Cowling. They discussed the hall finances with members, and commented that they welcomed new people to the committee and interest from residents. At the moment they were experiencing a cash flow problem, hall hire charges are £17 per hour for one off bookings and £12 per hour for regular users. Cllr. Steve Wroe (Vice-chairman) asked about the minutes of their meetings and suggested posting the minutes and future meeting agendas on their website. Cllr. Fiona McMulkin commented that more involvement with the community is required so that residents can become aware that the hall needs support.

Minute number 45/2023/A Members of the public – No comments

Minute number 45/2023/B County Cllrs. Report – Cllr. Phil Hewitt reported on the following:

Parking opposite the hall, as previously discussed Cllr. Steve Wroe (Vice-chairman) commented that restricted parking at limited times maybe a consideration, Cllr. Phil Hewitt responded that maybe a walk around, might be useful to consider the way forward.

Replacement footpath marker posts have been completed.

Cllr. Fiona McMulkin reported that the hedge is overgrown and causing an obstruction on Hollyhill Road near the main part of the village near the junction with the top of Gilwell Road.

Cumberledge Hill drain work complete.

Hollyhill Road drains to be investigated.

Hollyhill Road junction Gilwell Road flood near where knotweed is growing, although being treated there are concerns that the knotweed will travel further into the village. The drain takes a natural spring to meet the sewer at the bottom of the road.

8.15pm Phil Hewitt left the meeting.

Minute number 45/2023/C District Councillors Report. – In her absence Cllr. Andrea Muckley sent the following information:

Litter pick Prospect Village Sunday 25th June 2023

Coffee morning from 10am at Prospect Village Hall on 16th June 2023 both District Councillors will be in attendance.

Minute number 45/2023/D Neighbourhood Plan – see comments in item 8.

5. Minute number 46/2023 To confirm and agree as a true record of the minutes of the Parish Council meeting held on 18th May 2023.

Resolved: That the minutes of the meeting held on 18th May 2023 were accepted as a true and accurate record proposed by Cllr. Pat Ansell seconded by Cllr. Avril Green & carried.

6. Minute number 47/2023 Matters arising from the minutes of the previous meeting not on the Agenda – The clerk confirmed that the landlord from the Park Gate PH had confirmed the site for the defibrillator on the premises, however no response has been received from the brewery, the clerk will follow up.

7. Minute number 48/2023 Highways & Maintenance - As discussed in county councillors report.

8. Minutes number 49/2023 To receive reports from Councillors who have attended outside meetings –

The Chairman Cllr. Sue Janes and Cllr. Liz Whiteley attended a meeting with Cannock Chase District Council Officer to discuss the Neighbourhood Plan, The Officer confirmed that they will be appointing a NWP Examiner to examine the submitted plan. Notes from the meeting were issued to members covering the scope of the meeting. It is hoped that the plan will be examined during July 2023 although this will depend on appointment of an examiner and their workload. All updates on the NHP will be put on the website, Nextdoor and the parish notice board.

Cllr. Pat Ansell attended the SPCA meeting and the Staffordshire Playing Fields Association meeting.

9a. Minute number 50/2023 Planning applications for consideration or determined

Application No.	Location/address	Details of application	CWPC Comments/status
None this month			

9b Cllr. Avril Green reported that application CH/22/0292 had not been considered yet and asked the clerk to follow it up with planning department, as it relates to July 2022.

10. Minute number 51/2023 Finance

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

Date	Cheque Number	Payee	Purpose	VAT	Amount
13.06.23	001371	HMRC	Clerk's PAYE June	-	39.00
13.06.23	001372	C E Gracey	Clerk's June salary	-	156.52
13.06.23	001373	AJGallagher Insurance Ltd	Insurance renewal 2023-24 balance	-	50.00
Total					£245.52

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.**

b) To approve income received – None

c) Financial statement – The clerk presented the Financial statement for May 2023 along with the bank statement at 31st May 2023 proposed by Cllr. Avril Green seconded by Cllr. Pat Ansell and carried.

d) Consider to meet the cost of the paper for the printing of the newsletter – It was agreed to purchase the paper and gift it to the residents who compile and print the newsletter, the cost will go to section 137 as a gift to the community.

e) Consider grant application for Katherine House Hospice – Members discussed the application and commented as to how many residents use the services of the hospice, as it is Stafford based. It was agreed to award a grant of £250 proposed by Cllr. Avril Green, seconded by Cllr. Steve Wroe (Vice-chairman) and carried. The clerk will contact the fund raiser and ask for statistics over the previous 12 months of the use the parish receives from the hospice.

11. Minute number 52/2023 – Parking outside the school – no comments

12. Minute number 53/2023 – Anti-social behaviour - Cllr. Fiona McMulkin reported that there had been damage sustained to the Pavilion.

13. Minutes number 54/2023 – Correspondence – Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:

- Grant application from Katherine House Hospice emailed to council 19th May 2023
- Email from recipient of the Unsung Heroes Award 2023 emailed to council 22nd May 2023
- SPCA Bulletin emailed to council 22nd May 2023
- Email from Nigel Ruse with details of their forthcoming event emailed to council 22nd May 2023
- CCDC decision of application for ACV Nunswell Park emailed to council 11th June 2023
- SPCA Bulletin emailed to council 1st June 2023
- Email from a late resident of the parish's relative regarding a commemorative bench emailed to council 2nd June 2023

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Chair initials.....

- CCDC response to the submission of the NHP emailed to council 6th June 2023
- SPCA email about consultation on Climate Change emailed to council 8th June 2023
- CC AONB details of launch event emailed to council 8th June 2023
- CCDC update on NHP emailed to council 11th June 2023
- SPCA Bulletin emailed to council 14th June 2023

14. Minute number 55/2023 – Climate Change – Environmental Group -Cllr. Steve Wroe (Vice-chairman) reported that the planting at the triangle in an on-going project although there are only a small number of volunteers at present.

Additional planting of bulbs around the parish was discussed and also the purchase of bulbs to distribute to residents to plant in public areas of their choice.

15. Minute number 56/2023 - – Community Events – The Chairman reported on the forthcoming village fete, a stall will be manned by councillors. The stall will advertise the parish council, the current vacancy and future activities in the parish. The councillors will ask residents to put forward their ideas. Clip boards, paper and pens will be available to collate any comments and information. The stall will be manned for the duration of the fete by various councillors.

The Chairman reported that the Picnic on the Field was in hand for the 28th August to include football events so nets are required.

16. Minute Nr.57/2023 – Road safety in the parish – no comments as information was expected which has been delayed. Cllr. Liz Whiteley reported on 30mph bin stickers for the parish and members discussed including the information at the village fete when residents are enquiring at the PC stall. It was decided that it was better to ask residents if they wanted a bin sticker rather than delivering them to find out they don't want it and it gets discarded.

17. Minute Nr.58/2023 – Results of Staffordshire Wildlife Trust Survey – The information has now been received and sent out to members, they also have a hard copy for information.

18. Minute Nr.59/2023 – ACV Nunswell Park – A decision from CCDC has been received approving the application to make Nunswell Park an asset of community value. Members asked the clerk to email CCDC and enquire if they have any plans for future work on the area.

19. Minute number 60/2023 - Items for Discussion & the Agenda for the next meeting – Christmas tree 2024 – Bulb purchasing and planting – cost of official email addresses for councillors – Continuing with the PC's Facebook page, details for logging on required.

20. Minutes number 61/2023 – Date of the next meeting will be Thursday 20th July 2023

Resolved: Council Meeting at 7.30pm at CW & GVH Buds Road Cannock Wood.

The Chairman closed the meeting at 9.25pm