

Cannock Wood Parish Council



DRAFT Minutes of the Council Meeting held on Thursday 16th March 2023 commencing at 7.30pm at Cannock Wood & Gentleshaw Village Hall Buds Road Cannock Wood

COUNCIL MEETING

PRESENT: Councillors: Steve Wroe (Vice-chairman), Pat Ansell, Avril Green, Fiona McMulkin, Richard Poynton, Liz Whiteley

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

In the absence of the Chairman, Cllr. Steve Wroe (Vice-chairman) Chaired the meeting, He opened the meeting & welcomed members & newly co-opted councillor Liz Whiteley to this month's meeting.

1. Minute number 520/2023 : Apologies – Cllrs. Sue Janes (Chairman), Johnny McMahon

2. Minute number 521/2023 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 522/2023 Public participation

Minute number 522/2023/A Members of the public – None

Minute number 522/2023/B County Cllrs. Report – Cllr. Phil Hewitt reported :

Congratulations to Elizabeth Whiteley for being co-opted onto the council.

The village walkabout has taken place with Cllr. Steve Wroe (Vice-chairman), many items were reported, however Cllr. Phil Hewitt commented that he needed to check out points and would report back once he had the information.

Two public footpath signs require signage but more details are required to confirm the exact location.

No issues with the gritting service during the icy weather.

Blocked gully at Cumberledge Hill junction Holly Hill Road will be reported.

Minute number 522/2023/C District Councillors Report. Cllr. Andrea Muckley reported :

Traffic accident at the location of the on-going water main replacement works.

Sunday 26th March 2023 10.00am litter pick at Prospect Village.

20th March 2023 CCDC Scrutiny Committee will consider the disuse bridge at Rawnsley.

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Cllr. Andrea Muckley is collecting any used crisp packets, for recycling for charity.

Continuing work at Castle Ring to remove scrub, with additional funding from CCDC grant.

The school at Gentleshaw will be closed on the 4th May 2023 for elections.

Minute number 522/2023/D Neighbourhood Plan – The plan is still with CCDC for their comments, the draft Local Plan is being worked on by CCDC staff and when that is complete the NHP will be considered.

5. Minute number 523/2023 To confirm and agree as a true record of the minutes of the Parish Council meeting held on 16th February 2023.

Resolved: That the minutes of the meeting held on 16th February 2023 were accepted as a true and accurate record proposed by Cllr. Avril Green seconded by Cllr. Fiona McMulkin & carried.

6. Minute number 524/2022 Matters arising from the minutes of the previous meeting not on the Agenda – The annual charge of removing the domestic garden waste bin has been confirmed at £35 per year.

7. Minute number 525/2023 Highways & Maintenance - As discussed in County Councillor's report.

8. Minutes number 526/2023 To receive reports from Councillors who have attended outside meetings –

Cllrs. Steve Wroe(Vice-chairman) and Avril Green attended the AONB AGM - The Vice-chairman reported on the meeting and the various topics covered – Dark Sky Project – Castle Ring adders – Brindley Heath. The meeting thanked the residents of Cannock Wood parish for looking after Castle Ring.

9a. Minute number 527/2023 Planning applications for consideration or determined

| Application No. | Location/address | Details of application | CWPC Comments/status |
|------------------------|---|--|--|
| CH/22/0279 | The Buds Buds Road Cannock Wood | COU to storage | Refused |
| CH/22/0292 | Park Lodge Holly Hill Road Cannock Wood | Extension to garage/workshop retrospective planning application | More information to be supplied |
| CH/23/0112 | 3 Gilwell Road Cannock Wood | Conversion of single storey bungalow, to a two storey dwelling with front extension. Demolition of previous smaller extensions to rear and side. Resubmission of CH/22/0478 | Objections – Inappropriate development – change of street scene – overdevelopment of site |
| CH/23/0097 | Rosemary Gate Chestall Road Cannock Wood | Demolition of existing conservatory and utility. Construction of new utility room and 2 storey side extension. Resubmission of CH/22/0383 | No objections |

9b Consideration for Written Procedure for Dealing with Planning Application and submission to the District Council.

Cllr. Steve Wroe commented on developing a written policy for dealing with incoming planning applications, he will compile a policy for consideration by council.

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10. Minute number 528/2023 Finance

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

| Date | Cheque Number | Payee | Purpose | VAT | Amount |
|--------------|---------------|--|-----------------------------------|-----|----------------|
| 16.03.23 | 01358 | HMRC | Clerk's PAYE | - | 35.80 |
| 16.03.23 | 01359 | C E Gracey | Clerk's March salary | - | 171.72 |
| 16.03.23 | 01360 | Staffordshire Parish Council Association | 2023-24 subscription | - | 281.53 |
| 16.03.23 | 01360 | E A Roy | Annual charge for 2023-24 website | - | 150.00 |
| Total | | | | | £639.05 |

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 - No bank statement for February 2023 received prior to the meeting. Members discussed online access for viewing the account & statements. Cllr. Richard Poynton commented that a change of mandate will be necessary following the election and the AGM.

d) Consider grant application from Burntwood & District First Responders - Members agreed to award the full amount requested of £312 proposed by Cllr. Avril Green seconded by Cllr. Pat Ansell and carried.

11. Minute number 529/2023 – Parking outside the school – District Cllr. Andrea Muckley reported that the parents had received a text message from the school regarding inconsiderate parking. County Cllr. Phil Hewitt reported that he would ask Clear Streets enforcement officers to visit the area and advise parents on their parking and if necessary issue tickets to those who are parking on the double yellow lines and parked in dangerous positions.

County Cllr. Phil Hewitt left the meeting at 8.30pm

12. Minute number 530/2023 – Anti-social behaviour - No comments

13. Minutes number 531/2023 – Correspondence – Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:

- CCDC details on the Museum emailed to council 20th February 2023
- SPCA Bulletin emailed to council 21st February 2023
- Email from CCDC with details on the museum emailed to council 22nd February 2023
- SPCA Bulletin emailed to council 8th March 2023
- CCDC details of a public house license being suspended due to inappropriate behavior emailed to council 8th March 2023
- SPCA Bulletin emailed to council 13th March 2023
- Email from resident regarding parking on grass verge on Bradwell Lane emailed to council 16th March 2023 - **This has been reported to Staffs CC.**

14. Minute number 532/2023 Council's Award Unsung Heroes 2023 – Members discussed the new award and agree to vote on the nominees at the Annual Parish Assembly, to be held on 18th April 2023 before the council meeting and present the award at the AGM in May for this year only. Cllr. Steve Wroe (Vice-chairman) will purchase a shield for the awarded resident, which will be engraved accordingly.

15. Minute number 533/2023 - Climate Change – Environmental Group - Cllr. Steve Wroe (Vice-chairman) reported that the group had applied weed killer to the grassed area, which would be mechanically dug over in readiness for planting.

16. Minute Nr. 534/2023 – Community Events –

Easter - Cllr. Steve Wroe (Vice-chairman) reported that the banners had been received and that any profit from the event would be donated to the proposed refurbishment of the play area. The event will consist of an Easter Egg hunt/quiz – refreshments at the hall – raffle donations for prizes welcome, all on the morning of the 1st April 2023.

17. Minute Nr. 535/2023 – Road safety in the parish – Deferred until after the elections.

18. Minute Nr. 536/2023 – Results of Staffordshire Wildlife Trust Survey – no information received.

19. Minute number 537/2023 – Items for Discussion & the Agenda for the next meeting
– none

20. Minutes number 538/203 – Date of the next meeting will be Tuesday 18th April 2023

Resolved: Annual Parish Assembly will commence at 7pm followed by Council Meeting at 7.30pm at CW & GVH Buds Road Cannock Wood.

The Chairman closed the meeting at 9pm