

Cannock Wood Parish Council



DRAFT Minutes of the Annual Parish Assembly & Council Meeting held on Tuesday 18th April 2023 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 and Members to the 2023 Annual Parish Assembly

2. No comments from residents

3. Chairmans Report 2022/2023

This year has seen more changes in the make up of Cannock Wood Parish Council.

Following the resignation of Ian Bamford at the end of last year, Fiona McMulkin was co-opted to fill the vacancy.

We then said goodbye to Frans Frison, who had to resign because of work pressure. We have co-opted Liz Whiteley to fill the vacancy.

We welcome them both to the Parish Council and thank those who have served the village so well.

This is an election year. One of our long standing Councillors, Richard Poynton, has decided not to stand for re-election.

I would like to thank Richard for all his work on the Parish Council, he will be missed.

All six of your other Councillors have put themselves forward to serve again, and since no-one else has come forward, are elected unopposed.

Your Parish Council for the next term therefore comprises Pat Ansell, Avril Green, Fiona McMulkin, Liz Whiteley, Steve Wroe and myself, Sue Janes.

This still leaves us one person under full strength, and if anyone would like to offer their services to the community, please contact the Clerk.

The Working Group made excellent progress with the Neighbourhood Plan under the leadership of Liz Whiteley. It was submitted to Cannock Chase District Council in October, having gone through all the necessary consultations.

Unfortunately CCDC have told us that they cannot consider it whilst they are working on the Local Plan. We feel the delay is unacceptable and we are trying, in every way we can, to hurry things along.

There have been several very successful events in the village this year. The Jubilee picnic, a Scarecrow competition, the lighting of the Christmas Tree and an Easter Eggstravaganza

were all supported by the Parish Council. Thanks to all those who made these thoroughly enjoyable events happen.

The Parish Council has supported several organisations with grants this year. Our priority is always the villages main assets, the Village Hall and the Playing Field, but we have also been able to assist Burntwood First Responders, Beaudesert Activity Centre Trust ,Katherine House Hospice, Cannock Wood Methodist Church, Christ Church Gentleshaw, the Rag Bowling Club and Cannock Wood Welfare Committee.

We have also received grant money to help with improvements to our environment.

Speed warning signs have been installed by the school to try to make the area safer.

We are still working with Longdon Parish Council and Staffordshire CC to make the problems of parking at school drop off and collecting times as safe as possible

I am sure you have all noticed the planting at the triangle in the centre of the village.

Bullbs have also been planted in various green areas of the village.

This has been carried out by the Environmental Group with the help and advice of Jim Haston, our thanks for his help. I am sure other environmental improvements to our village will follow and I look forward to seeing them blossom.

Once again I conclude with my thanks to all Councillors for their hard work and commitment and most especially to our Clerk, Chris Gracey, who gives us her support in everything we do.

Sue Janes

Chair, April 2023

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

4. County Cllr. Phil Hewitt commented that he thought the parish council should showcase their work with local groups and clubs supported by donating funds and should ask the groups to attend and highlight what the funds have been used for.

A resident commented that they supported this showcase.

4. Date of the next assembly – 18th April 2024

COUNCIL MEETING

PRESENT: Councillors: Sue Janes (Chairman), 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,

1.Minute number 01/2023 : Apologies – Cllr. Andrea Muckley

2.Minute number 02/2023 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.

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3. Minute number 03/2023 Public participation

Minute number 03/2023/A Members of the public – None

Minute number 03/2023/B County Cllrs. Report – Cllr. Phil Hewitt reported :

Two footpath signs will be replaced by SCC.

Holly Hill Road flooding – ditch and drains to be cleared.

Cumberledge Hill flooding – camera required to check the position of a possible break in the pipe.

Bradwell Lane inconsiderate parking – land ownership to be determined.

Minute number 03/2023/C District Councillors Report. Cllr. Andrea Muckley in her absence submitted her report :

Next litter pick 30/04/2023 10am Castle Ring.

Minute number 03/2023/D Neighbourhood Plan – Cllr. Liz Whiteley commented about making an official complaint to CCDC over the delay in processing the NHP, a draft letter has been circulated to members. It was agreed to submit the letter to the Leader of the Council Cllr. Olivia Lyons and copy in Amanda Milling MP.

5. Minute number 04/2023 To confirm and agree as a true record of the minutes of the Parish Council meeting held on 16th March 2023.

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

6. Minute number 05/2023 Matters arising from the minutes of the previous meeting not on the Agenda –

7. Minute number 06/2023 Highways & Maintenance - as discussed in county councillor report.

8. Minutes number 07/2023 To receive reports from Councillors who have attended outside meetings – Cllr. Pat Ansell attended a NALC meeting. The Chairman Cllr. Sue Janes attended the AGM of CW & GVH, they have a new chairman Alan Blank.

9a. Minute number 08/2023 Planning applications for consideration or determined

Application No.	Location/address	Details of application	CWPC Comments/status
CH/23/0055	Wagstaff Land at corner of Cumberledge Hill and Holly Hill Road Cannock Wood	Erection of 2 bedroom bungalow and integral garage	Refused 24/03/23
CH/23/0097	Rosemary Gate Chestall Road Cannock Wood	Demolition of existing conservatory and utility and construction of single storey utility and two storey side extension. Resubmission of CH/22/0383	Approved 04/04/23
CH/23/0139	34 Park Gate Road Cannock Wood	Two storey front extension	No objections

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CH/23/0145	Park Lodge Holly Hill Road Cannock Wood	Certificate of lawfulness outbuilding compliant use class E- permitted development rights	Objections – over development of site – inappropriate development in the green belt with no special circumstances – loss of amenity
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9b Consideration for Written Procedure for Dealing with Planning Application and submission to the District Council.

Deferred until the next meeting.

10. Minute number 09/2023 Finance

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

Date	Cheque Number	Payee	Purpose	VAT	Amount
18.04.23	001362	S Wroe	Planting items	31.77	190.60
18.04.23	001363	Burntwood & District First Responders	Grant	-	312.00
18.04.23	001364	HMRC	Clerk's PAYE April	-	35.80
18.04.23	001365	C E Gracey	Clerk's April salary	-	171.72
18.04.23	001366	S Wroe	Eggstravanganza	-	276.21
18.04.23	001367	J Haston	Plants	-	60.00
Total					£1046.33

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 – £302 grant from SCC proposed by Cllr. Avril Green seconded by Cllr. Pat Ansell and carried.

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

11. Minute number 10/2023 – Parking outside the school – Cllr. Andrea Muckley had reported that the parking had improved following a message from the school.

County Cllr. Phil Hewitt left the meeting at 7.45pm

12. Minute number 011/2023 – Anti-social behaviour - The Pavilion has experienced some damage and has also been scratched. Cllr. Richard Poynton reported that he is getting quotes for CCTV.

13. Minutes number 012/2023 – Correspondence – Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:

- CCDC details of Election briefing for District & Parish Council candidates emailed to council 18th March 2023
- Email from resident via the website regarding NHP emailed to council 22nd March 2023
- SPCA Bulletin emailed to council 27th March 2023

- Email from resident re: Spatial Strategy also copied to CCDC, emailed to council 31st March 2023
- Email from County Cllr. Phil Hewitt re: Flooding on Cannock Wood Road and various other areas emailed to council 31st March 2023
- SPCA Bulletin emailed to council 3rd April 2023

14. Minute number 013/2023 Council's Award Unsung Heroes 2023 – to be discussed in close session at the end of the meeting.

15. Minute number 014/2023 - Climate Change – Environmental Group - Cllr. Steve Wroe (Vice-chairman) reported that the triangle has been rotovated and the group are planning to plant more bulbs both for the Summer and in the Autumn.

16. Minute Nr.015/2023 – Community Events –

Eggstravanganza - Cllr. Steve Wroe (Vice-chairman) reported that the event was well received, the attendance numbers were higher than expected and £650 was raised and will be donated to the Field Committee towards the proposed new park area.

17. Minute Nr.016 /2023 – Road safety in the parish – Deferred until after the elections.

18. Minute Nr. 017/2023 – Results of Staffordshire Wildlife Trust Survey – no information received.

19. Minute number 018/2023 – ACV Nunswell Park –Cllr. Liz Whiteley reported that she had completed the form which had been circulated to all members. It was agreed to submit the form to CCDC for consideration.

20. Minute number 019/2023 – Refurbishment of Play Park – Cllr. Fiona McMulkin presented that drawings of the proposed new area showing the type of equipment to be purchased by the Field Committee. The new area will be like an adventure area with climbing equipment.

21. Minutes number 020/2023 - Items for Discussion & the Agenda for the next meeting – none

The Chairman Cllr. Sue Janes thanked Richard Poynton for all his years of service to the community of Cannock Wood and wished him all the very best for the future.

Richard thanked the Council for all their good wishes and reported on the forthcoming Village Fete on 24th June 2023 from 11-4pm with 20 stalls. A gazebo was required for the PC stall also vehicle marshalls to ensure considerate parking.

22. Minutes number 021/2023 – Date of the next meeting will be Thursday 18th May 2023

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

The Chairman closed the meeting at 8.50pm, the Chair dismissed the public and went into closed session.