

Cannock Wood Parish Council



DRAFT Minutes of the Council Meeting held on Tuesday 20th July 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, Fiona McMulkin, Liz Whiteley

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

1. Minute number 62/2023 : Apologies – Cllr. Avril Green

2. Minute number 63/2023 Declarations of interest – Cllr. Pat Ansell declared a non-pecuniary interest in item 10d.

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 64/2023 Public participation –

Minute number 64/2023/A Members of the public – None

Minute number 64/2023/B County Cllrs. Report – None

Minute number 64/2023/C District Councillors Report. – Cllr. Andrea Muckley reported on the following:

Castle Ring will benefit from funding from AONB, the plan is to remove tree seedlings and create a defined unmade footpath.

Over the last 4 weeks Hazel Slade has benefited from Rangers and volunteers working together and achieved a lot of much needed work. Members commented that if it was publicised more volunteers would come forward, Cllr. Andrea Muckley commented that the arrangements are made at very short notice, therefore it is difficult to advertise in advance.

The next litter pick at Castle Ring will be the 30th July 2023 meeting at 10am

This Friday 21st July volunteers are meeting at Hazel Slade to continue removing an old fence.

Prospect Village Hall are holding a free coffee and cake morning from 10am, there will be someone attending from the Rag Bowling Club with a display on bowling and giving advice if required. There will also be an Officer from CCDC to give advice on rents and housing benefits and they will be there on the 3rd Friday of each month.

Hednesford Festival 12th August 2023

20th July 2023

Cannock Wood PC Minutes

Chair initials.....

Chase Pride 2nd September 2023

Environmental Day 9th September 2023

Cllr. Andrea Muckley left the meeting at 8pm

Minute number 64/2023/D Neighbourhood Plan – Cllr. Liz Whiteley reported that CCDC have opened the consultation on the NHP from 3rd July until 14th August 2023, details on how to comment are on the website and noticeboard. At the moment there are two points of dispute, biodiversity the plan has asked for 20% and CCDC are offering 10%. Secondly, the overall effect of the policy on views and vistas and the number of viewpoints cited.

5. Minute number 65/2023 To confirm and agree as a true record of the minutes of the Parish Council meeting held on 15th June 2023.

Resolved: That the minutes of the meeting held on 15th June 2023 were accepted as a true and accurate record proposed by Cllr. Pat Ansell seconded by Cllr. Liz Whiteley and carried.

6. Minute number 66/2023 Matters arising from the minutes of the previous meeting not on the Agenda

45/2023/B Knotweed growing near a blocked drain on Holly Hill Road, the clerk has reported to SCC reference 4336068

7. Minute number 67/2023 Highways & Maintenance - Nothing to report

8. Minutes number 68/2023 To receive reports from Councillors who have attended outside meetings –

Cllrs. Fiona McMulkin and Steve Wroe (Vice-chairman) attended a planning seminar.

Cllr. Sue Janes attended the CW&GVH meeting as the parish council representative and discussed the refurbishment of the hall.

9 Minute number 69/2023 Planning applications for consideration or determined

Application No.	Location/address	Details of application	CWPC Comments/status
CH/22/0292	Park Lodge Holly Hill Road Cannock Wood	Extension and alterations to garage/workshop - retrospective	Approved 29 th June 2023
CH/23/0227	21 Holly Hill Road Cannock Wood	Replace flat roof with a pitched roof	No objections/comments
CH/23/0247	15 Pineside Avenue Cannock Wood	Proposed off white rendering on property with onside being brick slip	No objections/comments

10. Minute number 70/2023 Finance

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

Date	Cheque Number	Payee	Purpose	VAT	Amount
20.07.23	001374	Katherine House	Grant	-	250.00

20th July 2023

Cannock Wood PC Minutes

Chair initials.....

		Hospice			
20.07.23	001375	HMRC	Clerk's July PAYE	-	39.20
20.07.23	001376	C E Gracey	Clerk's July salary	-	156.32
20.07.23	001377	Black Rose Solutions Ltd	2022-23 Internal audit	20.17	121.02
20.07.23	001378	C E Gracey	Clerk's August salary		156.52
20.07.23	001379	HMRC	Clerk's August PAYE		39.00
Total				£20.17	£762.06

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

b) To approve income received – None

1st April to 30th June 2023

Bank Reconciliation		Cash Book Balance	
Current Account	33,379.15	C/fwd	33,166.04
Reserve Account	4,247.71	Receipts	6,165.00
Less unp. cheques	50.00	Payments	1,508.66
Total	£37,576.86	Balance @ 30th June 2023	£37,576.86

c) Financial statement – The clerk presented the financial statement for June 2023 along with the bank statement at 30th June 2023 proposed by Cllr. Steve Wroe seconded by Cllr. Liz Whiteley and carried.

d) Consider Welfare Committee Grant Application Christmas Lunch 2023 – Cllr. Pat Ansell declared a non-pecuniary interest and abstained from voting. Members discussed the application the Chairman Cllr. Sue Janes proposed a grant of £500 seconded by Cllr. Liz Whiteley, subject to the information being received on the number of Cannock Wood residents attending and how many people are catered for, one abstained, one vote against and carried.

e) Consider the purchase of Speed Watch Equipment - £497.53 approximately – proposed by Cllr. Liz Whiteley seconded by Cllr. Steve Wroe (Vice-chairman) and carried

f) Review and approve Financial Regulations - deferred until the September meeting

g) Review and approve risk assessment – deferred until the September meeting

11. Minute number 71/2023 – Parking outside the school – no comments

12. Minute number 72/2023 – Anti-social behaviour - no comments

13. Minutes number 73/2023 – Correspondence – Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:

- Email enquiry about a commemorative bench in the parish emailed to council 19th June 2023 – **Members agreed to get in touch with the enquirer and arrange a meeting to walk the village and agree on a location for the bench.**

- CCDC Notice of 6 week consultation on the NHP posted on the website on 5th July 2023
- SPCA Bulletin emailed to council 5th July 2023
- Email from resident regarding a public rights of way and stile in need of repair emailed to council 5th July 2023 – **Members now have the landowner details, and she is aware of the work required but is not able to carry out the repairs, the matter has been reported to SCC Rights of ways Officer for consideration.**
- Second email from a resident regarding the public rights of way and stile which has been reported to SCC, emailed to council 11th July 2024 **The resident will be contacted and updated with the information we have.**
- A resident asked the PC at the village fete, to look into the Chase becoming a National Park. **SCC and CCDC AONB will be notified**
- A resident reported at the village fete, that the pavement on Sycamore, are very uneven. **The footpaths will has been reported to SCC reference 4336080**
- A resident reported at the village fete, that water is running onto their field causing damage, she has tried to clear the drains several times but it fails to allow the water to run away at Chapel Lane. **The drain has been reported to SCC reference 4336082**
- SPCA Bulletin emailed to council 18th July 2023
- CCDC update on the future of the museum emailed to council 18th July 2023
- CCDC Climate event emailed to council 18th July 2023

14. Minute number 74/2023 – Environmental Group -Cllr. Steve Wroe (Vice-chairman) reported the triangle is to be replanted shortly for the Autumn anyone who has ideas for the planting please contact the parish council.

15. Minute number 75/2023 - – Community Events – The Chairman reported on the on forthcoming picnic on the field and confirmed that soon a banner would be erected advertising the event. The event is on the 28th August from 12 to 4pm. Insurance for event is to be obtained.

The Vice-chairman reported that a Halloween event is being considered, more volunteers are required and the event would be that households display pumpkins at their properties similar to the scarecrows last year, there would be a competition for the best pumpkin. More details to come and possibly a map online to track the pumpkin displaying properties.

16. Minute Nr.76/2023 – Road safety in the parish – Minute 70/2023 (e) purchase of equipment has been approved.

17. Minute Nr.77/2023 – Unsung Heroes 2024 Award - Members agreed to revise the policy and consider details at the November meeting.

18. Minute Nr.78/2023 – ACV Nunswell Park – No further information, the clerk will follow up.

Cllr. Fiona McMulkin arrived at 8.50pm

19. Minute Nr.79/2023 – Christmas Tree 2023 – Members agreed to:

Order the tree from the existing supplier for delivery on the 15th November 2023.

Order the use of the skylift from the company used last year for 17th November 2023.

Have the electric connection checked and tested during early November.

20th July 2023

Cannock Wood PC Minutes

Chair initials.....

21. Minutes number 80/2023 Review and approve Standing Orders – deferred until the next meeting.

22. Minute number 81/2023 - Items for Discussion & the Agenda for the next meeting –

Post box at village hall for parish council enquiries.

Change of meeting date for October, agreed Tuesday 31st October 2023.

23. Minutes number 82/2023 – Date of the next meeting will be Thursday 21st September 2023

Resolved: Council Meeting at 7.30pm at CW & GVH Buds Road Cannock Wood on 21st September 2023.

The Chairman closed the meeting at 9.45pm