

# Cannock Wood Parish Council



DRAFT Minutes of the Council Meeting held on Thursday 15<sup>th</sup> February 2024 commencing at 7.30pm at Cannock Wood and Gentleshaw Village Hall Buds Road Cannock Wood

## COUNCIL MEETING

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

**IN ATTENDANCE:** County Cllr. Phil Hewitt and Clerk Chris Gracey, two residents and PCSO Sean Nicholls

The Chairman Cllr. Sue Janes welcomed new councillor Paul Thomas and Members to this month's council meeting

**1. Minute number 174/2024 : Apologies –** Cllr. Andrea Muckley submitted her apologies for tonight's meeting.

**2. Minute number 175/2024 Declarations of interest –** Cllr. Steve Wroe declared a non-pecuniary interest in item 9. Cllr. Pat Ansell declared a non-pecuniary interest in items 10e and 12.

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.

### **3. Minute number 176/2024 Public participation –**

**Minute number 176/2024/A Members of the public –** A resident reported that on the draft local plan which denotes land at 84 Hayfield Hill as an employment site. County Cllr. Phil Hewitt advised the resident to write in personally and state her objections, he would send her the contact at CCDC.

PCSO Sean Nicholls commented on the recently submitted police statistics report for January 2024, the report covers Rawnsley 1 and 2 area and doesn't highlight Cannock Wood areas. Shortly the police will be using a new system which will highlight specific areas.

The 2 incidents in the parish were:

1 suspicious incident

1 burnt out vehicle

The police officer left the meeting at 7.50pm

**Minute number 176/2024/B County Cllrs. Report –** Cllr. Phil Hewitt reported on the following:

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Solid yellow line across the road from the entrance to the village hall, funding maybe available in the next financial year budget, which will be available from the middle of May.

Flooding – priority is given to any water affecting property.

Bus service Nr.62 is being considered.

Local plan consultation ends in the middle of March 2024.

2024-25 budget has been set, extra funds allocated to highway repairs.

Measles vaccination purge.

Gully cleansing – ongoing.

Cllr. Phil Hewitt left the meeting at 8.05pm

**Minute number 176/2024/C District Councillors Report.** – None

**Minute number 176/2024/D Neighbourhood Plan** – Cllr. Elizabeth Whiteley reported that the plan had been passed by CCDC. Remove this item from the agenda.

**5. Minute number 177/2024 To confirm and agree as a true record of the minutes of the Parish Council meeting held on 18<sup>th</sup> January 2024.**

***Resolved: That the minutes of the meeting held on 18<sup>th</sup> January 2024 were accepted as a true and accurate record*** proposed by Cllr. Avril Green seconded by Cllr. Pat Ansell and carried.

**6. Minute number 178/2024 Matters arising from the minutes of the previous meeting not on the Agenda** - None

**7. Minute number 179/2024 Highways & Maintenance** - Members reported on the following:

Two cones on Buds Road around two potholes filled with water.

Pothole outside Nr.3 Gilwell Road junction Hollyhill Road, the clerk report both.

**8. Minutes number 180/2024 To receive reports from Councillors who have attended outside meetings:**

Cllr. Elizabeth Whiteley attended the CCDC meeting when the NHP was considered and passed.

Cllr. Sue Janes(Chairman) attended the CW and GVH meeting.

**9 Minute number 181/2024 Planning applications for consideration or determined**

<b>Application No.</b>	<b>Location/address</b>	<b>Details of application</b>	<b>CWPC Comments/status</b>
CH/24/022	1 Park Gate Road Cannock Wood	Erection of a single storey front and side extension following demolition of existing conservatory. Conversion of existing garage to a habitable room, improvement of accessibility, relocation of	No Objections

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		front door and conversion of existing porch. Improvement of insulation and replacement of boiler with air source heat pump and installation of air source heat pump and solar panels. Provision of one additional parking space	
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**10. Minute number 182/2024 Finance**

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

Date	Cheque Number	Payee	Purpose	VAT	Amount
15.02.24	001415	C E Gracey	February salary	-	178.52
15.02.24	001416	HMRC	February PAYE	-	45.00
15.02.24	001417	CW and GH	Hall hire 15.02.24	-	24.00
Total				<b>£-</b>	<b>£247.52</b>

Cllr.Pat Ansell proposed, seconded by the Cllr. Avril Green and carried, that the payments be approved **Resolved: that the payments paid/ to be paid are approved.**

**b) To approve income received – None**

**c) 1<sup>st</sup>April to 31<sup>st</sup> January 2023 -**

Bank Reconciliation		Cash Book Balance	
Current Account	34221.72	C/fwd(Incs) Election Reserves	33,166.04
Reserve Account		Receipts	12,769.39
Less unq cheques	155.39	Payments	11,869.10
<b>Total</b>	<b>£34,066.33</b>	<b>Balance @ 31<sup>st</sup> January 2024</b>	<b>£34,066.33</b>

**d) Financial statement** – The clerk presented the financial statement for 31<sup>st</sup> January 2024 along with the bank statement at 31<sup>st</sup> January 2024 proposed by Cllr. Pat Ansell seconded by Cllr. Avril Green and carried.

**e) Consider grant application for Cannock Wood Welfare Committee** – Members discussed the application Cllr. Sue Janes(Chairman) proposed an award of £750 seconded by Cllr. Avril Green, Cllr. Steve Wroe(Vice-chairman) proposed an amendment award of £500, not seconded, vote on the original proposal 5 for 1 against 1 abstained.

**11. Minute number 183/2024 – Parking outside the school – no comments**

**12. Minute number 184/2024 – Anti-social behaviour** - Cllr. Fiona McMulkin reported that the container had been vandalised..

**13. Minutes number 185/2024 – Correspondence** – Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:

- Anonymous letter from resident regarding concerns in the parish emailed to council 20<sup>th</sup> January 2024
- Email from resident regarding the condition of the green space on Pineside Avenue emailed to council 23<sup>rd</sup> January 2024 **The clerk will check with CCDC**
- Email from Cannock Wood Welfare Committee requesting a grant application, emailed to council 24<sup>th</sup> January 2024
- Email from a resident regarding the fencing at the field on Buds Road, email to council 6<sup>th</sup> February 2024
- Email from a resident regarding a fallen tree in November 2023 and enquiring about a replacement emailed to council 8<sup>th</sup> February 2024 **The clerk will check with Tree Officer at CCDC**
- Staffordshire Police statistics on crime for January emailed to council 8<sup>th</sup> February 2024
- Email from resident regarding several public rights of way emailed to council 12<sup>th</sup> February 2024 **The clerk will report to SCC**
- Email from resident regarding the Beaudesert Sports Field emailed to council 15<sup>th</sup> February 2024

#### **Outgoing Correspondence :**

- Anonymous letter from resident emailed to District Cllr. Andrea Muckley 21<sup>st</sup> January 2024
- Acknowledgement to email from resident who raised concerns about the green space on Pineside Avenue, sent on 23<sup>rd</sup> January 2024
- Grant application form sent to Welfare Committee 24<sup>th</sup> January 2024
- Acknowledgement to email from resident who contacted the PC about the field fencing and trip hazards, on the 6<sup>th</sup> February 2024
- Acknowledgement to resident who emailed about a fallen tree on Gilwell Road, sent 8<sup>th</sup> February 2024
- Response to Staffordshire Police on statistics for January 2024 and requesting an officer attends council meeting for further discussion.
- Acknowledgment to resident who emailed about several public rights of way 12<sup>th</sup> February 2024
- Acknowledgement to resident who emailed about Beaudesert Sports Field sent 15<sup>th</sup> February 2024

**14. Minute number 186/2024 – Environmental and Biodiversity** – Cllr. Elizabeth Whiteley reported that we should check will Greenhill Nursery about the compost they use and if they can provide peat free, and the plants to ensure compliance. The clerk will follow up.

**15. Minute number 187/2024 – Community Events** – Cllr. Steve Wroe (Vice-chairman) reported on the proposed Easter Event, stations with 8 stickers to collect for a prize of a chocolate bunny to take place over the Saturday and Sunday of Easter weekend, he proposed a budget of £120 seconded by Cllr. Avril Green and carried.

**16. Minute Nr.188/2024 – Road safety in the parish** – Cllr. Elizabeth Whiteley reported three recent sessions with 21 offenders. She asked for signage to be posted on street furniture around the parish in three locations, the signs can be purchased through

Staffordshire Police and a cost would be obtained to erect the signs by a SCC contractor. The clerk will obtain a cost for the next meeting.

**17. Minute Nr.189/2024 – Unsung Heroes 2024 Award** – Nominations are being received for the award. Nominees will be notified to attend the next Annual Parish Assembly on 18<sup>th</sup> April 2024 7pm.

**18. Minute Nr. 190/2024 – Repair to Noticeboard** – The notice board has dried out and repairs have commenced.

**19. Minute Nr. 191/2024 – Footpath on Cumberledge Hill** - Members discussed the debris on the footpaths and also in the vicinity of 84 Hayfield Hill, Cllr. Steve Wroe (Vice-chairman) said he would check and if necessary ask the handyman to clear the areas.

**20. Minute Nr. 192/2024 – Greenspace on Pineside Avenue** – Members discussed the ownership of the land, the clerk will contact CCDC to see if they cut the grass and enquire about the trees.

**21. Minute Nr. 193/2024 – Community/ Engagement/ Consultation/Survey** – Cllr. Elizabeth Whiteley distributed a draft of the proposed survey to all councillors, Members discussed additional items to be included and agreed to print the documents and distribute to residents.

**22. Minute Nr. 194/2024 – The Local Council Award Scheme** –To be considered by Members and discussed at the next meeting.

**23. Minute number 195/2024 - Items for Discussion & the Agenda for the next meeting** – Grant application from Beaudesert Sports Field Trust – The amended planning policy with NHP notes.

**24. Minute number 196/2023 – Date of the next meeting will be Thursday 21<sup>st</sup> March 2024**

**Resolved:** Council Meeting at 7.30pm at CW and GVH Buds Road Cannock Wood on Thursday 21<sup>st</sup> March 2024 and the Annual Parish Assembly would be before the April council meeting on 18<sup>th</sup> April 2024 at 7pm with refreshments.

**The Chairman closed the meeting at 9.45pm**