

# **Cannock Wood Parish Council**

## **“Draft Copy”**

Minutes of the Council Meeting.  
Commencing 7.30pm on Thursday 18<sup>th</sup> June 2015.  
Village Hall, Buds Road, Cannock Wood.

### **Present:**

Cllrs S. Janes (Chair), P. Ansell, I. Bamford, A. Green, R. Poynton.

### **In Attendance:**

Ms. L. Sinnott.  
Acting Clerk R. Smythe.

### **Public Participation.**

There were no members of the public present.

### **1. Welcome and Apologies.**

Cllr Janes welcomed everyone to the meeting, which began at 7.30pm.

Apologies were received and accepted from Cllrs M. Allen and B. Hardman. All other Councillors were present.

**RESOLVED: TO ACCEPT THE APOLOGIES.**

### **3. Approval of minutes from the meeting on Wednesday 20<sup>th</sup> May 2015.**

Approval of the minutes was proposed, seconded and agreed.

**RESOLVED: TO APPROVE THE MINUTES.**

### **4. Planning.**

**4.1 Application for consideration.**

**CH/15/0181 (22 PARK GATE ROAD).** Domestic extension. No objection.

.....Chair

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**CH/15/0198 (PARKSIDE FARM).** Statutory Declaration re grazing. There was no objection but it was agreed to obtain further information regarding the reason for the application.

**CH/15/0200 (HAYFIELD HILL FARM).** Removal and rebuilding of stable and haystore. No objection.

**CH/15/0225 (COURT BANK FARM).** Roof over manure store. No objection.

#### **4.2 Applications approved/rejected by Cannock Chase District Council.**

None.

**RESOLVED: NOTED.**

### **5. Finance.**

#### **5.1 Annual Return.**

The Annual Return had been completed and was ready for submission. The accounts reflected correctly the position with some cheques, which had been unrepresented as at 31<sup>st</sup> March but had since cleared. The Council was satisfied that the return accurately reflected the Council's accounts and that the accounts were correctly managed. It was proposed, seconded and agreed to approve the accounts.

#### **5.2 Latest details and bank balance.**

At the present time, the accounts totalled £14,007.80, with one outstanding cheque for £100.00 not yet cleared.

#### **5.3 Accounts to be paid.**

None.

**RESOLVED: TO APPROVE THE ACCOUNTS.**

### **6. Correspondence.**

#### **6.1 Incoming.**

6.1.1 Mobile and travelling libraries review. The review was not proposing any change to the local provision. The position would be reviewed if anything changed.

.....Chair

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6.1.2 Community Infrastructure Levy – The District Council policy was noted.

6.1.3 “Four Winters at War.” A weekend of events on 20 and 21<sup>st</sup> June was noted.

6.1.4 The Minerals Local Plan was noted.

## **6.2 Outgoing.**

There was no correspondence of note.

**RESOLVED: NOTED.**

## **7. Grants and Funding.**

There was a general discussion about a local whist club and it was agreed to invite a request from the group with suitable information to allow the Council to consider a grant.

**RESOLVED: TO INVITE AN APPLICATION.**

## **8. Road Safety and Maintenance in the Village.**

8.1 It was reported that the Highways Team was due in July and any issues could be reported direct to the County Council or to the Clerk.

8.2 Matters for consideration included:

- Potholes in Uplands Close and Holly Hill Road.
- Overgrown verge in Chapel Lane.

**RESOLVED: NOTED.**

## **9. Councillors' Reports.**

There were no reports.

**RESOLVED: NOTED.**

**10. Appointment of new Clerk.**

10.1 It was proposed, seconded and agreed to appoint Laura Sinnott as Clerk with immediate effect. (18<sup>th</sup> June 2015).

10.2 Pay would be at the rate of £15 per hour for five hours a month. (Monthly £75). It was suggested that the Clerk keep a record of actual hours worked.

10.3 A monthly allowance of £20 would be paid for phone and office expenses.

10.4 The Clerk was encouraged to undertake appropriate training. The costs of which would be met by the Council.

Laura Sinnott returned to the room, was informed of the above, which she accepted and was welcomed to the Council.

**RESOLVED: TO APPOINT AS ABOVE.**

**11. Items for discussion / Future Agenda items.**

11.1 Agenda item to consider the future of playing fields on the village for the next meeting.

11.2 Agenda item to consider the Fete on 5<sup>th</sup> September.

**RESOLVED: TO CONSIDER THE ABOVE ISSUES.**

**12. Date of Next Meeting.**

The date of the next meeting was agreed as Thursday 16<sup>th</sup> July 2015.

**RESOLVED: TO NEXT MEET ON 16<sup>th</sup> JULY 2015.**