

# **Cannock Wood Parish Council**

Minutes of the Council Meeting.  
Commencing 7.30pm on Thursday 17<sup>th</sup> July 2015.  
Village Hall, Buds Road, Cannock Wood.

## **Present:**

Cllrs S. Janes (Chair), M. Allen, I. Bamford, A. Green, R. Poynton, B. Hardman.

## **In Attendance:**

Mr K. Dudley.  
Mr J. Sishton.  
Mr & Mrs Jinks.  
Clerk to the Council Ms L. Sinnott.  
Assisting Clerk R. Smythe.

## **Public Participation**

Cllr Janes invited the public to discuss any issues they may have.

Mr Dudley and Mr Sishton explained they were concerned at the condition of several roads and walkways; Uplands Close, Gillwell, Parkgate Road. The condition of these was highlighted as potentially dangerous for both drivers and pedestrians and sought advice as to how this could be rectified.

As several members of the public and a Councillor had already contacted County Highways, but the repairs were still outstanding, it was suggested that a request to convene a Community Forum signed by 10 or more persons would be supported and forwarded to the District Council.

## **RESOLVED: TO SUPPORT A REQUEST FOR A COMMUNITY FORUM.**

All members of the public present had concerns over potential planning applications for a property in Parkgate Road. These included concerns about unsuitable developments and the subsequent impact on existing properties. It was confirmed that the Council would take all the reported concerns into account, should any planning application be received.

## **RESOLVED: NOTED.**

All members of the public left the meeting at this point.

**1. Welcome and Apologies.**

Cllr Janes welcomed everyone to the meeting, which began at 7.45pm.

Apologies were received and accepted from Cllr P. Ansell. All other Councillors were present.

**RESOLVED: TO ACCEPT THE APOLOGIES.**

**2. Approval of minutes from the meeting on Thursday 16<sup>th</sup> June 2015.**

Approval of the minutes was proposed, seconded and agreed.

**RESOLVED: TO APPROVE THE MINUTES.**

**3. Matters arising from minutes.**

No issues noted from previous minutes that have not been included in the Agenda.

**RESOLVED: NOTED.**

**4. Planning.**

**4.1 Applications for consideration.**

**CH/15/0256 (FIELD HOUSE)** – Plan passed last year (CH/14/0080) for car garage and house build. This application is to change in materials used for the garage. **No Objection.**

**NO CH\* (HILL VIEW FARM)** – Removal of existing garage/store and replacement. On the plan the new garage and store appeared to be larger than the existing structures. The Council had some objections and agreed to ask the Planning Committee to hold a site visit before a decision is made. **Objections –Further Information Required.**

**RESOLVED: CLERK TO REQUEST SITE MEETING.**

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

**CH/15/0116** – Concerns raised to retain hedges gone. – **Amendment.**

**CH/15/0123 (BRADWELL LANE).** 2 Storey and single storey rear extension approved with conditions. – **Approved.**

**CH/15/0198 (PARKSIDE FARM).** Further information received. The application was to enable horse work rather than just grazing, as was the previous use. – **No Objection.**

**RESOLVED: NOTED.**

## **5. Finance.**

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

At the present time, the accounts totalled £13,907.80, with no outstanding cheques.

### **5.2 Accounts to be paid.**

- Invoice from SPCA for Chairmanship Skills Course - £20. **PAID**
- Invoice from SPCA for Councillors Course - £20. **PAID**
- Invoice from SPCA for Clerks Induction - £40. **PAID**
- Invoice from Cannock Chase Council for Election - £48.56. **PAID**
- Invoice from Temporary Clerk Linda Florence - £38.60. **PAID**
- Monthly Clerks salary - £135 **PAID**
- Monthly Clerks expenses - £20. **PAID**

**RESOLVED: TO APPROVE THE ACCOUNTS.**

Cllr Allen proposed for Clerk L. Sinnott to become the new Responsible Financial Officer (RFO), Cllr Green seconded this. A bank letter to change Clerk L. Sinnott to RFO will be signed and sent.

**RESOLVED: NOTED.**

The Council agreed to thank Mrs Linda Florence for her work as Temporary Clerk over the last few months. Cllr Janes agreed to undertake this.

**RESOLVED: TO THANK MRS L. FLORENCE.**

## **6. Correspondence.**

### **6.1 Incoming.**

- Winter Maintenance Review – Questionnaire to be completed by Cllr Janes.
- Letter from Staffordshire County Council asking that they be contacted if any issues with walkways etc., as they will complete repairs over the summer.
  - Cllrs Green and Allen suggested asking public to contact the Highways Team if they have any issues with paths, roads, hedges, etc. They will place an advert in the Parish Magazine to advise the public of this.

**RESOLVED: NOTED.**

## **6.2 Outgoing.**

- Cllr Janes has contacted the Highways Team regarding overgrown foliage. They have responded saying they will address these issues.

**RESOLVED: NOTED.**

## **7. Councillors Reports.**

- Cllr Poynton has reported a number of lorries are unintentionally driving up Slang Lane and having to turn around, as there appears to be no sign for the Industrial Estate at the junction between Rugeley Road and Sevens Road. Residents have noticed this and have enquired as to whether the Council can assist. It was decided that the Clerk would contact the Highways Team/Cannock Wood Industrial Estate to establish who is responsible for signage and to arrange a replacement.
- Cllr Janes reported on the need to update the Council website, specifically in regards to Councillors' contact details. It was decided that the Clerk will contact the website designer and arrange for the website to be updated.
- Cllr Bamford reported on the amount of floodwater on the road by The Rag Public House. There are two drains off road and one drain located within the kerb. The drains appear to be blocked and this has resulted in flooding to the road, which is causing a hazard. Cllr Hardman offered to find out who is responsible and contact them in order for this to be resolved.

**RESOLVED: NOTED.**

## **8. Village Fayre on 5<sup>th</sup> September.**

Currently the Council does not have a stall for the Fayre. It was suggested that they could share a stall with the Cannock Chase AONB. It was agreed that the Clerk would enquire if this is possible.

Cllr Hardman will create sheets for the public to complete at Fayre if they have any complaints or grant applications.

Cllr Green will bring a table and chairs and will try and find provision for personalised Council pens to be distributed to the public.

The Clerk will try and arrange cakes to be provided on the day for members of the public.

.....Chair

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Cllrs Hardman, Bamford and Green to attend Fayre as well as Clerk L. Sinnott. Cllr Bamford to send email round confirming details.

**RESOLVED: NOTED.**

**9. Future of the Playing Field in Village**

This was requested by Cllr Ansell, but as she was not present, it was agreed for this to be moved to the September meeting. Cllr Janes agreed to contact Cllr Ansell to ask that she invite the Chair of the Playing Field Committee to attend.

**RESOLVED: NOTED.**

**10. Items for discussion/future agenda items.**

- Agenda Item - Draft Precept (Consider budget, Clerk to complete Draft).
- Agenda Item - Playing Field.

**RESOLVED: TO CONSIDER THE ABOVE ISSUES**

**11. Date of Next Meeting.**

The meeting was declared closed at 8.55pm and everyone was thanked for their attendance. The date of the next meeting was agreed as Thursday 17<sup>th</sup> September 2015.

**RESOLVED: TO NEXT MEET ON 17<sup>th</sup> SEPTEMBER 2015.**

.....Chair

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