

# **Cannock Wood Parish Council**

Minutes of the Council Meeting.  
Commencing 7.30pm on Thursday 19<sup>th</sup> January 2017.  
Village Hall, Buds Road, Cannock Wood.

## **Present:**

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

## **In Attendance;**

Clerk to the Council, Ms. L. Sinnott.

## **Public Participation**

Phil and Gill attended the meeting; they were conducted personal research on Parish Councils.

**RESOLVED: NOTED.**

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

Cllr Janes welcomed everyone to the meeting, which began at 7.30pm. No apologies were sent prior to the meeting.

**RESOLVED: NOTED.**

## **2. Approval of minutes from the meeting on Thursday 15<sup>th</sup> September 2016.**

Approval of the minutes was proposed, seconded and agreed.

**RESOLVED: TO APPROVE THE MINUTES.**

.....Chair

### **3. Matters arising from minutes.**

Cllr Bamford had sent apologies for the prior meeting, which were not recorded on the minutes. Clerk to amend minutes.

**RESOLVED: NOTED.**

### **4. Planning.**

#### **4.1 Applications for consideration.**

**CH/16/468 – CRAWFORD HOUSE, STABLE COTTAGE** – Side, first floor extension. **APPROVED**

**CH/16/473 – PARKSIDE FARM** – Extension to agricultural building. **APPROVED**

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

**CH/16/347 – 9 GILWELL ROAD** – Single storey side extension. **APPROVED**

**CH/14/017A – 74 HAYFIELD HILL**– Discharge of conditions. **APPROVED**

**CH/16/178 – 53 HAYFIELD HILL** – Demolishment of existing building and erection of 3 dwellings. **OUTLINE APPROVAL**

**CH/16/391 – 14 HAYFIELD HILL** – Two-storey side extension and single storey extension. **APPROVED**

Cllr Green will be investigating into 38 Rose Cottage regarding planning.

**RESOLVED: NOTED.**

### **5. Finance.**

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

At the present time, the accounts totalled £11,734.79, with no outstanding cheques from the previous month.

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

- Monthly Clerk's salary - £225. Monthly Clerk's expenses - £40.

Update on 3 month Saver Account: Current signatories are Cllrs Allen, Ansell and Bamford. Cllr Poynton will look to update the account but requires a Letter of Authority from the Council to proceed. Cllr Janes will bring this to the next meeting for the current signatories to sign.

**RESOLVED: TO APPROVE THE ACCOUNTS.**

## **6. Correspondence.**

### **6.1 Incoming.**

- Email and meeting with Val Jones regarding the Clerks vacancy
- Letter from Cannock Chase District Council regarding Dog control orders and the Parish Council's view – Clerk to Scan and distribute to all Councillors.
- Letter from Rugeley Town Council to T. McGovern regarding increase in Car Parking Charges. Forwarded to surrounding Parish Councils.
- Email confirming the Standards Committee meeting has been cancelled.
- Email confirming Payphone Consultation final decision.
- Email regarding the Public Consultation Outcome for the Financial Recovery Plan – Clerk to send to all Councillors.
- Email outlining the increase in precept that the tax base would receive if the precept remained the same for 17/18 – Clerk to send to Councillors.

### **6.2 Outgoing**

- Email to confirm the meeting that the precept will likely be confirmed will be February.
- Contact with Val Jones regarding vacant Clerks position.
- SPCA bulletin advertising Clerks vacancy.

**RESOLVED: NOTED.**

**7. Councillors Reports.**

Cllr Ansell has written up several reports of organisational meetings she has attended. All of these have been in the SPCA bulletin, which Councillors receive on a weekly basis.

**8. Christmas Tree and Lights.**

As no further information has been provided by the District Council, Cllr Green will look into where the Christmas tree is currently provided from and ensure this can continue. Cllr Green will also enquire about testing of the lights when they are gifted by the District Council. A discussion was had reminding the Council that the insurance policy would need to be consulted regarding Public Liability Insurance.

**RESOLVED: NOTED.**

**9. Winter inclement weather preparations**

All salt bins remain full as checked by Cllr Bamford. Several issues were raised by way of street lighting:

- Chapel Lane
- Hayfield Hill – several issues including a pole removed and one not working.  
Also light poles have been left in a hedge

There was also an enquiry into the gritting procedure around the village due to the difficulties in the road conditions during bad weather.

Clerk to contact Highways and enquire about the above.

**RESOLVED: NOTED**

**10. Vacant Clerks position/applicants**

Closing date for the vacancy was 26<sup>th</sup> January 2017. There have been several applicants, which will be discussed and shortlisted. The successful shortlisted candidates will then be interviewed during the week commencing 2<sup>nd</sup> February. The panel for interviews and shortlisting will be Cllrs Janes, Poynton and Green.

**11. Precept/Budget for 17/18.**

This will be discussed and confirmed during the February meeting.

**12. Items for discussion/Future Agenda Items**

- Christmas Tree and lights
- New Clerk
- Winter inclement weather preparations
- Precept/Budget discussions

**12. Date of next meeting.**

The meeting was declared closed at 8:40pm and everyone was thanked for their attendance. The date of the next meeting was agreed as Thursday 16<sup>th</sup> February 2017.

**RESOLVED: TO NEXT MEET ON 16<sup>th</sup> February 2017.**

.....Chair

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