

Cannock Wood Parish Council

Annual General Meeting.

Minutes of the Annual General Meeting
Held at the Village Hall Buds Road,
Cannock Wood on Thursday 2nd June 2011, at 7.15 pm.

Present:

Cllrs: Mrs P. A. Chapman, Mrs P. A. Ansell, Mr G. Powis, Mrs S. Janes
Mrs M. E. Allen, Mr I. A. Bamford

In Attendance:

Mr D. M. Arm - Parish Clerk
County Councillor Mr J. Bernard
District Councillor Ms Jodie Jones

All Councillors signed their "Acceptance of Office" forms following the recent elections.

1. Election of Chairperson.

Cllr Powis was proposed for the position of Chairman.

Proposed: Cllr Allen, Seconded: Cllr Janes.

Resolved. Cllr Powis was elected as Chairman.

Cllr Powis then signed his "Acceptance of Office" form.

2. Apologies.

No apologies had been received.

3. Election of Vice-Chairman.

Cllr Bamford was nominated for the position of Vice-Chairman.

Proposed: Cllr Ansell, Seconded: Cllr Allen.

Resolved. Cllr Bamford was elected as Vice-Chairman.

4. Election of Planning Sub Committee.

Cllr Chapman was nominated as Chairman of the Planning Sub Committee with Cllr Janes being proposed as Vice Chair.

Proposed: Cllr Powis, Seconded: Cllr Ansell.

Resolved. Cllr Chapman was elected as Chairman of the Planning sub committee and Cllr Janes was elected as Vice Chair.

5. Council Standing Orders.

Cllr's discussed the need for standing orders and agreed to go with the advice in the "Local Council Administration" book by Charles Arnold Baker which states: "It is not usually necessary for very small Councils to have standing orders, but it is desirable for every Council to possess a copy of one of the recognised models, so that in any difficulty, the Chairman can give a decision based upon an established precedent".

The Clerk informed Cllr's that he had such a model that was available should the need arise.

Proposed: Cllr Ansell, Seconded: Cllr Allen.

6. Election of Responsible Financial Officer.

The Clerk, Mr D. M. Arm was proposed as Responsible Financial Officer.

Proposed: Cllr Powis, Seconded: Cllr Chapman

7. Adoption of Specimen Financial regulations.

The Clerk informed Cllr's that previously the Council had adopted Specimen Financial Regulations that had been recommended by NALC. The Clerk recommended that these regulations should be re-adopted.

Proposed: Cllr Ansell, Seconded: Cllr Chapman

8. Approval of Minutes for the Meeting held on Thursday 21st April 2011.

Cllr Chapman pointed out that the gentleman who reported the problem with the horses being ridden on the Village Field lived in Chestall Road not Buds Road as the minutes stated. With that amendment made, the minutes were proposed and accepted as true record of the meeting.

Proposed: Cllr Ansell, Seconded: Cllr Healey.

9. Matters arising from the minutes.

Cllr's commented that the broken grit bin had not been removed from junction of Ivy Lane/Hayfield Hill. The Clerk stated that he had reported the bin and Highways had made an order for it to be replaced. Cllr Bernard had also raised this at a meeting with Highways. The Clerk said he would raise this again.

10. Planning

4.1 Applications for Consideration.

No applications had been received.

4.2 Applications approved/rejected by Cannock Chase District Council.

There had been no approvals or rejections received from Cannock Council.

11. Finance.

The Clerk handed out details of the bank accounts. There was £7,669.31 in the current account. There was £2,449.05 in the three-month Premium account.

The following accounts were approved for payment:

Mr D. M. Arm – Clerks Salary

Mr D. M. Arm – Clerks Expenses.

E. A Roy £130 – Web Hosting for twelve months.

Proposed: Cllr Powis, Seconded: Cllr Chapman.

The Clerk handed out detailed information on the proposed accounts for 2010/11 that he had prepared for audit. He explained to Cllr's how the accounts had been presented and answered any questions asked. Cllr's agreed that the proposed accounts were a true reflection of the Council's financial position for the year 2010/11 and it was proposed and agreed that the accounts be presented to the Audit Commission for audit.

Proposed: Cllr Allen, Seconded: Cllr Bamford.

The Chairman thanked the Clerk for his presentation on the accounts and for the work he had done in completing them.

Cllr Powis and the Clerk then signed the paperwork that would be submitted to the Audit Commission.

The Clerk stated that he would like to present financial information at the next meeting of the Council as he felt that the Council should formulate a strict financial regime over the next year. Cllr's agreed that they should look at finance at the next meeting and decide a strategy for the coming year.

12. Grant Applications.

The Clerk reported that a person from CRUSE had contacted him about grants and he had advised them to apply when the annual grant applications are submitted in October.

13. Electricity Supply.

Nothing to report.

14. Water Pressure.

Nothing to report.

15. Dog Fouling.

Nothing to report.

16. Correspondence.

See Appendix A.

All noted by Cllr's.

17. Road Safety within the Village.

Cllr Chapman told Cllr's that she had recently had a near miss where the road narrows in Cumberledge Hill by the Old Post Office. A black 4 x 4 was reversing out on to the main road and did not see Cllr Chapman's car approaching and Cllr Chapman had to swerve round the vehicle. Cllr's said that the part where the road narrows was particularly worrying as it was not well signed to warn motorists of potential problems. Cllr Bamford told Cllr's that he had been returning home from work on his motorbike and as he approached that part of Cumberledge Hill, a bus was came over the brow of the hill across the wrong side of the road. Fortunately Cllr Bamford and the bus were able to stop in time. Cllr's agreed that the signage needed repositioning in that area and would follow this up.

18. Parish Council Web Page.

Cllr Powis reported that the Web Page was still receiving a high number of hits, last month there had been 7,173 with an average of 239 a day. The recently added news flash page had two items put on it.

19. Queen Elizabeth 2nd Field Challenge.

Cllr Ansell informed Cllr's that the Field Committee had discussed the project at the last meeting and was investigating options but no decision had been reached as yet.

20. Best Kept Village 2011.

Cllr Allen stated that she felt the Village was looking very tidy at present as litter picking was ongoing. The recent works at the reservoir had been completed and the work area had been made good.

21. Bus Services.

No further issues had been highlighted by residents. Cllr Powis stated that he felt that the smaller buses being used were more difficult to get on/off.

22. Digital Switchover.

Cllr Allen stated that she had managed to get to the Evergreens meeting and had spoken to members about the switchover. She had also managed to get it mentioned in the Village news in the local paper.

23. Items for discussion/future agendas.

Cllr Powis stated that he had attended the meeting at Cheslyn Hay High School about Community Games and felt a small committee should be set up with other Village organisations and would like to discuss ideas and options as an agenda item at the next Council meeting.

The Clerk informed Cllr's that he had not received any expression of interest to become a Parish Councillor. Cllr's agreed to talk to people who had previously expressed an interest and to have Co-option of Parish Councillor as an agenda item at the next meeting.

23. Date of Next Meeting.

Thursday June 16th 2011.

The Meeting closed at 9.10 p.m.

_____ Chairman

_____ Date

Derek Arm
Clerk to the Council.