



Cannock Wood Parish Council

Minutes of the Council Meeting.
Commencing 7.30pm on Thursday 21 March 2019.
Village Hall, Buds Road, Cannock Wood.

PRESENT: Councillors Mrs S. Janes (Chair) Mrs P. Ansell I. Bamford
R. Poynton K. Salter

Also Present: Mrs R S Mason – Parish Clerk
1 members of public

Item No		Actioned By
1.	WELCOME AND APOLOGIES	
1.1	Councillor Mrs S. Janes welcomed everyone to the meeting, which began at 7.30pm. Apologies were received from Councillor Mrs A. Green	
1.2	Resolved: That Apologies accepted.	
2.	DECLARATIONS OF INTEREST	
2.1	No Declarations of Interest were received.	
3.	PUBLIC PARTICIPATION	
3.1	A member of public showed an interest in standing for election and wished to know the process. The process was discussed, and assistance offered.	
4.	MINUTES	
4.1	The Minutes of the Council meeting held on 28 February 2019 were accepted as a true and correct.	
4.2	Resolved: That The minutes of the meeting held on 28 February 2019 were accepted at as a true and correct record.	
5.	MATTERS ARISING FROM THE MINUTES NOT COVERED BY THE AGENDA	
5.1	Councillor I. Bamford advised that no further update was available regarding the	

	member of public proposed drone purchase to help control issues within the Chase in the Parish as well as the matter of someone using Coal board land in New Hayes Road from stripping wires.	
6.	COUNTY COUNCILLORS REPORT	
6.1	County Councillors P. Hewitt and B. Jones put forward their apologies for the meeting.	
6.2	County Councillor B. Jones had forwarded an email to the Clerk regarding the repairs on Chapel Lane. It stated that the design and access plan had been done for the repairs and that the repairs would be started May/June.	
7.	PLANNING APPLICATIONS TO BE CONSIDERED OR DECIDED	
7.1	A decision had been received regarding the following Planning Application: CH/18/019 Residential development:- Erection of a 3 bedroom 1.5 storey bungalow with ancillary buildings (double garage and stables). 66, Hayfield Hill, Cannock Wood, WS15 4RS REFUSED Resolved: That The decision from Cannock Chase Council be noted.	
7.2	CH/19/109 Proposed single storey rear extension and replacement garage 43, Hayfield Hill, Cannock Wood, WS15 4RP This matter has already been decided by delegative authority to the Officers at Cannock Chase Council and had been APPROVED . The Council retrospectively had no objections to the proposal.	
8.	FINANCE	
8.1	<u>Accounts to be Paid</u> A list of accounts to be paid was given: Clerk Salary Chq 000857 Clerk's Expenses Chq 000858 EA Roy Websites Chq 000859 £ 150.00 Reimbursement - Laminator Chq 000860 £ 34.99	
8.1(i)	Resolved: That Payments be approved.	
8.2	<u>Bank Reconciliation and Statement</u> It was noted that statement for February had yet to be received so only an unreconciled breakdown of the accounts could be received. Once statement was received the reconciled accounts would be forwarded. The Council noted the unreconciled accounts.	
8.2(i)	The accounts were still registered to a previous address, it was just the statement address that had changed and this needed rectifying. A letter would be sent to the bank to correct this matter.	<i>To be actioned by Clerk</i>

9.	Clerks Report	
9.1	The Clerk had received several emails for the attention of the Council. The Clerk wished to know if the Council wished to take part in the Best Kept Village competition. The Council felt it was too late to take part this year but felt it would be of benefit for 2020, however this matter would need to be discussed this summer.	<i>To be actioned by the Clerk on June 2019 agenda</i>
9.2	An email had been forwarded to Councillors regarding the extra cost that would be incurred by the Parish Council due to the mailing of postal votes for the Parish elections. The Clerk had tried to get an estimated cost, but this could not be given due to all the variations that could occur.	
9.3	There had been a bulletin on the changes to the Code of Conduct. Due to the elections it was felt that this should be revised and adopted after the elections.	
9.4	The 2018/19 Annual Governance and Accountability Return had been issued and needed to be returned by 05 July 2019.	
10.	Councillors Reports	
10.1	Councillor Mrs P. Ansell attended the following meetings: <ul style="list-style-type: none"> • Beaudesert Playing Field Meeting – Membership is at a low; • NALC Spring Conference – This highlighted the loneliness for all; • Chaired 1st Staffordshire Parish Council Association as Chair. 	.
11.	CANNOCK WOOD NEIGHBOURHOOD PLAN	
11.1	The Neighbourhood Area form was being completed ready to be handed in to the District Council.	<i>To be actioned by Clerk</i>
11.2	The Clerk read replies from Parish Councils of a similar size to Cannock Wood regarding their thoughts on Neighbourhood Plans. There were pro's and con's felt by the Council's that replied.	
11.3	A discussion took place on the Neighbourhood Plan and Councillor I. Bamford stressed the need to keep moving forward and maintain control. Councillor K. Salter explained that with the recent archaeological dig at Castle Ring highlights the need to protect the area. Councillor K. Salter also explained that there may be ways of getting smaller pots of money for the Neighbourhood Plan and one of them could possibly be through Sheffield University who organised the dig at Castle Ring.	<i>To be actioned by the Cllr K. Salter</i>
12.	AFTERNOON TEA	
12.1	Councillor Mrs A. Green had been in hospital this week so no update could be given.	<i>To be actioned by the Cllr Mrs A. Green</i>
13.	HIGHWAYS	
13.1	There was still concern regarding the trees at the Castle Ring Car Park. If they were to fall, they would possibly cause damage to a car or worse a person. The Clerk was again asked to contact The Forestry Commission and Cannock Chase Council.	<i>To be actioned by the Clerk</i>
13.2	The drains at Holly Hill Road have still not been cleared and the Clerk was asked to	<i>To be actioned</i>

	contact the County Council and copy in the County Councillors also.	<i>by the Clerk</i>
13.3	There were also several potholes on Holly Hill Road from Cumberledge Hill to Castle Ring, the Clerk was to report these.	<i>To be actioned by the Clerk</i>
14. 14.1	FLOWER TROUGH AROUND THE TREE The Clerk Had been in contact with Highways and was awaiting further information.	<i>To be actioned by the Clerk</i>
15. 15.1	BOLLARDS AT CASTLE RING The signs asking people to report any anti-social behaviour to 111 had been put on the website and Parish Council noticeboard. Councillor K. Salter was awaiting laminated signs from the Clerk to put up on Castle Ring.	<i>To be actioned by the Clerk</i>
16. 16.1 16.2 16.3	WEBSITE RENEWAL The Clerk wished for conformation that the Council wished to continue with the current website provider. The Clerk was very happy with the support given. It was proposed to continue with the current website provider. <i>Proposed: Cllr I. Bamford; Seconded: Cllr R. Poynton</i> Resolved: That The current website provider be hired for the next year. Vote: Unanimous	
19. 19.1	ITEMS FOR DISCUSSION/FUTURE AGENDA ITEMS <ul style="list-style-type: none"> • Trough round the tree • Highways • Castle Ring Bollards • Neighbourhood Plan • Trees at Castle Ring • Elections 	<i>To be actioned by the Clerk</i>
20. 20.1	DATE OF THE NEXT MEETING The next meeting of Cannock Wood Parish Council will be Thursday 21 April 2019 at 7.30pm.	
There being no further business the meeting closed at 8.43pm		
Signed.....		
Date.....		