



# **Cannock Wood Parish Council**

Minutes of the Council Meeting

Commencing 7.30pm on Thursday 21 November 2019

Village Hall, Buds Road, Cannock Wood.

**PRESENT:** Councillors K. Salter (Vice-Chair), I. Bamford, F. Frison, A. Green, S. Janes and R. Poynton

Also present: Wendy Hollinshead-Acting Clerk, 2 members of the public.

## **ITEM 1: WELCOME AND APOLOGIES.**

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

There were apologies from Cllr Ansell due to ill health.

***Resolved to accept apologies for absence.***

## **ITEM 2: DECLARATIONS OF INTEREST**

No Declarations of interest were received.

## **ITEM 3: PUBLIC PARTICIPATION**

One member of the public wanted information on checking for forthcoming planning applications and when consultation of neighbours takes place. They were referred to the CCDC planning portal.

## **ITEM 4: MINUTES**

**4.1** The minutes of the Meeting of the Council held on 24 October 2019 were accepted as a true and accurate record

**4.2 Resolved: That the minutes of the meeting held on 24 October 2019 were accepted as a true and accurate record**

## **ITEM 5: MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING NOT ON THE AGENDA.**

None.

## ITEM 6: COUNTY COUNCILLORS REPORT.

Apologies were received from Cllrs Hewitt and Jones from the County Council and Cllr Muckley from the District Council. It was reported that another repair was being carried out to the blocked drain. Lights on Chestall Road had been attended to but tree cutting remained outstanding.

## ITEM 7: PLANNING APPLICATIONS TO BE CONSIDERED OR DECIDED.

7.1 the following applications had been decided and received.

Application No.	Location/address	Details of application	CWPC Comments	Status
CH/19/154	Court Bank Farm, Slang Lane, Cannock Wood, Cannock, WS15 4RY	Full Description: Proposed erection of a storage building (390sq m) for the equestrian enterprise		Granted with conditions
CH/19/380 Linked to CH/18/324- refused	Land adjacent to 11 Bradwell Lane, Cannock Wood, Rugeley, WS15 4RW	Residential development: one detached dwelling	No Objections	Undecided
CH/19/376	The Park Gate Inn 58 Park Gate Road, Cannock Wood, Cannock, WS15 4RN	Improvements to main entrance (paving/decking/festoon lighting/smoking area/gate	No Objections	Undecided
CH/19/385	The Park Gate Inn	Application for consent to display an advertisement - various illuminated/non illuminated signs	No objections	undecided

7.2 Resolved That the Council comment as set out above.

## ITEM 8: FINANCE

8.1 The following accounts were due to be paid and payment was approved.

Date	Cheque Number	Payee	Purpose	Amount	Power
21.11.19	000995		Agreed Grant for Xmas Meal	700	
21.11.19	000996	Cllr Salter	Reimburse Insurance premium	434.90	
21.11.19	000997	Cllr Salter	Reimburse key cutting & Postage	8.26	
21.11.19	000998	Treeways	For Christmas Tree	384.00	

8.2 The financial report for the year up to 6 September 2019 was approved.

**Resolved: to accept the financial report for the period ending on 6 October 2019.**

## **ITEM 9: THE CLERKS REPORT**

- i) Budget forms for 2020. The budget for the next year and precept need to be considered at the January meeting. Clerk to circulate a draft budget for consideration. Councillors to consider items to be included in the budget especially for the Neighbourhood Plan.
- ii) To consider a new internal auditor. Names of potential auditors have been circulated. Quotes will be obtained for Councillors to make a decision at the next meeting.
- iii) Correspondence from a resident concerning the Neighbourhood plan. This has been responded to.
- iv) Correspondence from a resident concerning the Neighbourhood Plan. This has been responded to.
- v) To agree dates for meetings in 2020.

***Resolved to hold meetings on the following dates:- 23 January, 20 February, 19 March, 16 April, 21 May, 18 June, 16 July, 17 September, 15 October, 19 November.***

## **ITEM 10: COUNCILLORS REPORTS**

None

## **ITEM 11: CANNOCK WOOD NEIGHBOURHOOD PLAN.**

There are 15 residents taking an active interest in the Neighbourhood Plan and this needs to increase to approximately 20. More publicity is needed and a Public meeting would be beneficial. Cllr Salter will try and organise a consultant to give a presentation as to the next steps. Clerk to source some information to add to the website.

## **ITEM 12: MEASURES TO COMBAT ANTI-SOCIAL BEHAVIOUR**

The anti-social behaviour continues to be a problem. One solution might be to install a light on the car park to deter some behaviours.

***Resolved Cllr Muckley and the police to be invited to the January meeting to discuss the issue further and in the meantime a log of complaints will be kept.***

## **ITEM 13: CHRISTMAS 2019.**

The Christmas tree will be delivered tomorrow and the cost is £384 including VAT. a cherry picker will be hired to install the lights

**Resolved: The Parish Council will increase the budget for the Christmas Tree up to £38**

**Resolved to hire a cherry picker up to the cost of £360 to install the lights.**

*Unanimous decision.*

The light switching on event will commence at 5.30pm. The lights will be turned on and carols sung and then the children will go to the Village Hall to see Father Christmas at 6.00pm.

## **ITEM 14: HIGHWAYS**

14.1 There is a light out in Chapel lane and a report has been made. Grit boxes need to be refilled for the winter.

## **ITEM 15: ITEMS FOR DISCUSSION/FUTURE AGENDA ITEMS**

Items for future discussion

Future maintenance responsibilities and Best Kept Village competition.

## **ITEM 17: SOCIAL MEDIA AND WEBSITE**

The website manager has advised that some statutory changes are required and that it would be a good time to upgrade and enhance the website. Councillors to give consideration as to what they would wish the website to look like. Cllr Frison had mocked up a newsletter which was favourably received and going forward could be used to reach those not using social media.

***Resolved to obtain quotes for the website update.***

***Resolved to trial a newsletter in the New Year.***

***Resolved to establish a new Facebook page***

## **ITEM 18: BEAUDESERT MEETING**

There has only been one issue on Bonfire Night when the village was gridlocked for about 30 minutes.

***Resolved to engage further with Beaudesert to discuss marshalling for busy events.***

## **ITEM 19: TO CONSIDER A RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960)**

**Resolved: To exclude the Public and Press from this part of the meeting**

**Resolved: The Acting Clerk to take the recommended action**

**Proposed by Cllr **Ansell Janes** seconded by Cllr Salter.**

*Unanimous decision*

## **ITEM 20: DATE OF NEXT MEETING**

The next meeting will be held on 21 January 2020.

**There being no other business the meeting closed at 9.00 pm**