

Cannock Wood Parish Council



DRAFT Minutes of the Council Meeting held on Thursday 16th October 2025 commencing at 7.30pm at Cannock Wood and Gentleshaw Village Hall Buds Road Cannock Wood

PRESENT: Councillors: Steve Wroe (Vice-chairman), Pat Ansell, Fiona McMulkin, Elizabeth Whiteley, Paul Thomas, County Cllr. Rhys Mandry District Cllr. Andrea Muckley, PCSO Sean Nicholls.

IN ATTENDANCE: Clerk Chris Gracey.

In the absence of the Chairman Cllr Sue Janes, Cllr. Steve Wroe (Vice-chairman) chaired the meeting and welcomed Members to this month's Council Meeting.

1.Minute number 574/2025: Apologies Cllrs Sue Janes (Chairman) and Avril Green submitted apologies for tonight's meeting.

2.Minute number 575/2025 Declarations of interest – None

The Chair reminded members to complete their Register of Interest form if there had been any changes to their circumstances, the clerk will send out the form.

3. Minute number 576/2025 Public participation

Minute number 576/2025/A Members of the public – None

Minute number 576/2025/B County Cllr's. Report. – Cllr. Rhys Mandry – Cllr. Liz Whiteley asked about traffic calming in 'hotspots' within the parish, he will speak to Highways to check the figures and consider the possibility.

He mentioned our query on dropped kerbs and commented that he doesn't have the budget to cover the total cost, but he was willing to consider match funding with the PC to install one dropped kerb. Members mentioned the location Chestall Road junction Park Gate Road, Rhys said he would send an application form to the clerk for completion, and the clerk will ask Mark Keeling for approval at the given location.

Cllr. Rhys Mandry left the meeting at 7.55pm.

Minute number 576/2025/C District Cllr's Report. – Cllr. Andrea Muckley reported on:

Devolution – Members are still discussing the possibilities, draft proposals should be submitted by November 2025 with implementation by 2028.

Cannock centre – the multi-storey car park is not linked to the theatre, and is in the process of being demolished.

Theatre – the proposal of the Trust taking over the theatre has been refused. A public meeting has taken place, it was well attended and many ideals were declared.

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Nr.62 Bus Service – timetable changed from 1st November 2025 following residents complaints about the service for school children.

Cllr. Andrea Muckley left the meeting at 8.15pm

Minute number 576/2025/D PCSO – Sean Nicholls – Reported the use of electric bikes in the parish speeding and that the bikes are unlawful unless they are registered and being used correctly. The police are giving out warnings to users and confiscating bikes if they are been driven at speed and have been warned previously.

Slang Lane is being used as a cut through and drivers are speeding.

Members asked about the RTA on Buds Road in March 2025 when a lamp post was knocked over, Sean will look into the incident.

Speed monitoring on Sevens Road a sensor has been fix to monitor the vehicles in both directions.

Members discussed the inconsiderate parking outside the school which continues.

PCSO Sean Nicholls left the meeting at 8.15pm

4. Minute number 577/2025 To confirm and agree as a true record of the minutes of the Parish Council meeting held on 18th September 2025.

Resolved: That the minutes of the meeting held on 18th September 2025 were accepted as a true and accurate record, proposed by Cllr. Pat Ansell seconded by Cllr. Fiona McMulkin and carried.

5. Minute number 578/2025 matters arising - none.

6. Minute number 579/2025 Highways & Maintenance – No work to date has been carried out on existing reports.

7. Minutes number 580/2025 To receive reports from Councillors who have attended outside meetings:

Cllr. Pat Ansell attended a Staffordshire Playing Fields Association AGM.

8 Minute number 581/2025 Planning applications for consideration or determined

Application No.	Location/address	Details of application	CWPC Comments/status
None			

9. Minute number 582/2025 Finance

a)The following accounts are due to be paid or have been paid:

Date	Cheque Number	Payee	Purpose	VAT	Amount
16.10.25	001533	C E Gracey	October salary inc. backpay April – September £240.96+ £44.16	-	228.12
16.10.25	001534	HMRC	October PAYE	-	57.00
16.10.25	001535	CW +GVH	Hall hire 16/10/25	-	30.00

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Total				£	£315.12
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Cllr. Liz Whiteley proposed, seconded by the Cllr. Paul Thomas and carried, that the payments be approved **Resolved: that the payments paid/ to be paid are approved.**

b) To approve income received – none

c) Financial Statement - 1st April to 30th September 2025

Bank Reconciliation		Cash Book Balance	
Current Account	25,230.96	C/fwd(Incs) Election Reserves	23,989.59
Less Unpresented cheques	433.00	Receipts	7,895.30
		Payments	7,086.93
Total	£24,797.96	Balance @ 30th September 2025	£24,797.96

Financial statement – The clerk presented the financial statements for 30th September 2025 along with the bank statement at 30th September 2025 proposed by Cllr. Pat Ansell seconded by Cllr. Fiona McMulkin and carried.

d) Consider the quote for the replacement planter – proposed by Cllr. Liz Whiteley seconded by Cllr. Paul Thomas and carried. The clerk with contact the nursery and ask them to use the existing compost and top up with new to bring up the level.

10. Minute number 583/2025 – Parking outside the school – as discussed in item 3.

11. Minute number 584/2025 – Anti-social behaviour on the playing fields/village hall – as discussed in item 3 electric bike on field.

12. Minutes number 584/2025 – Correspondence – Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:

Email to Council re delivery of Christmas tree 9th October 2025

Acknowledgment from LDC re Noise nuisance at Windmill PH emailed to council 9th October 2025.

Acknowledgment from PCSO S Nicholls regarding our request for the speed monitoring van emailed to council 9th October 2025.

Email from Environmental Protection regarding the noise nuisance with details of how to proceed with the problem, emailed to council 9th October 2025.

Email from Katherine House Hospice re Christmas Trees emailed to council 9th October 2025.

SCC temporary traffic notice for Holly Hill Road emailed to council 9th October 2025.

Email from resident who attended our last meeting regarding the local bus service emailed to council 9th October 2025.

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SPCA Bulletin emailed to council 16th October 2025.

Outgoing Correspondence :

Email to resident regarding noise nuisance 19th September 2025

Email to Enforcement @ LDC regarding noise nuisance 19th September 2025

Email to SSW re Gentleshaw Reservoir follow up 19th September 2025

Email to CCDC re Nunswell follow up 19th September 2025

Email to PCSO re speeding vehicles on Hayfield Hill 19th September 2025

Email to County Cllr. Rhys Mandry re dropped kerb work in the parish 19th September 2025.

13. Minute number 585/2025 – Environmental and Biodiversity – Nunswell – Gentleshaw Reservoir – No response from either CCDC or SSW, the clerk will follow up.

14. Minute number 586/2025 – Community Events – Cllr. Steve Wroe (Vice-chairman) reported on the proposed Emoji Trail, everything is in place and the signage will be put up shortly. Christmas Tree is due to be delivered on Friday 14th November in time to be erected and dressed, The electrical box will be checked and Cllr. Paul Thomas will arrange the electrician to call, in readiness for the event on Friday 28th November 2025.

15. Minute Nr.587/2025 – Road safety in the parish – road closure for Christmas event

Cllr. Elizabeth Whiteley reported that the permission has been granted, the signage and cones will be purchased and stored until required.

SID data for July, August and September please see attached

16. Minute Nr.588/2025 – Governance – no comments

17. Minute Nr. 589/2025 – AED Maintenance on existing and other devices for the parish – signage will be purchased for two new devices and serious bleed kits will be purchased for both. First Aid training will take place on 7th November 2025 and spaces are available.

19. Minutes Nr.590/2025 – Website – Cllr. Elizabeth Whiteley has started the new website

20. Minutes Nr. 591/2025 – Draft IT Policy to Review and approve – deferred for consideration.

21.Minute Nr. 592/2025 Planter damaged on Bradwell Lane – as discussed under item 9d.

22.Minute Nr. 593/2025 - Items for Discussion and the Agenda for the next meeting – None.

23. Minute number 594/2025 – Date of the next meeting will be Thursday 20th November 2025 council meeting 7.30pm at CW and GVH Buds Road Cannock Wood.

The Chairman closed the meeting at 9.25pm

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