



CANNOCK WOOD PARISH COUNCIL

You are hereby summoned to attend the next meeting of the Parish Council to be held at 7.30pm on Thursday 20th November 2025 @ Cannock Wood & Gentleshaw Village Hall Buds Road Cannock Wood.

If members of the public have a question/query or wish to give a report to the Parish Council. Please contact the Clerk by email to parish.council@cannockwood.org with the details, at least 48 hours prior to the scheduled meeting.

COUNCIL MEETING

AGENDA

- 1. Welcome members.**
- 2. Apologies:** Cllrs.
- 3. Declaration of members' Interests**
 - a. Register of Interests: Councillors are reminded of the need to update their Register of Members Interests Forms.
 - b. To declare any Personal and Prejudicial Interest in items on the agenda and their nature. (Councillors with a Prejudicial Interest must leave the room at the relevant items). Where a member indicates they have a prejudicial interest but wish to make representation regarding the item before leaving the meeting, those representations must be made under item (c) Public Speaking below
- 4. Public Speaking**
 - a. At the start of the meeting a period of not more than fifteen minutes will be made available for members of the public and members and members of the Council to comment on any matter in the agenda.
 - b. If a County Council or District Council Member is in attendance, they will be given the opportunity to raise any relevant matter. Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.
- 5. Minutes -** To approve the minutes from the council meeting held on 16th October 2025 as a true and correct record.
- 6. Matters Arising from the Previous Meeting Not on the Agenda**

To discuss items from the minutes not covered on the Agenda
- 7. Highways & Maintenance – potholes – hedgerows**
- 8. To receive reports from Councillor's who have attended outside meetings.**

9.Planning Applications for consideration and ratification

Application No.	Location/address	Details of Application	CWCP comment	Status
CH/25/0273	34 Park Gate Road Cannock Wood	Variation of condition 3 of application CH/23/0139 for change to approved plans	No objections	Approved 16/10/25

10. Finance

a) Accounts paid and to be paid.

Date	Cheque Number	Payee	Details	Amount	VAT
20.11.25	001537	C E Gracey	November salary £240.96	192.76	-
20.11.25	001538	HMRC	November paye	48.20	-
20.11.25	001539	C E Gracey	December salary £240.96	192.76	-
20.11.25	001540	HMRC	December paye	48.20	-
20.11.25	001541	CW+GVH	Hall hire 20/11/25	30.00	-
20.11.25	001542	E Whiteley	Items for road closure £361.98+defibsign £8.95	370.93	61.82
20.11.25	001543	S Wroe	Bulbs (For community planting)	62.80	10.42
20.11.25	001544	C E Gracey	2 x serious bleed kits + stickers for defibs	228.00	38.00
20.11.25	001545	C E Gracey	3 x .gov.uk emails 05/11/25 -31/07/26	63.44	10.57
20.11.25	001546	Burntwood + Cannock Chase Community First Responders	Replacement pads for Park Gate Inn defib in June 2025	62.00	-
Total				£1298.79	£120.81

b) To approve the income received – £6572 second payment of precept.

c) To approve the financial statements 1st April to 31st October 2025

1st April to 31st October 2025

Bank Reconciliation
Current Account 31,141.84

Less unpayable cheques 87.00
Total £31,054.84

Cash Book Balance
C/fwd(Incs) Election Reserves 23,989.59
Receipts 14,467.30
Payments 7,402.05
Balance @ 31st October 2025 £ 31,054.84

11. School related parking issues

12. Anti-social behavior on the playing fields/ CW&GVH Car park

13. Correspondence – Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:
Emailed from SCC with details of dropped kerb work emailed to council 28th October 2025.
Temporary Road Closure Order for Park Gate Road emailed to council 28th October

2025.

Email from CCDC re Nunswell Park in response to our emails of September + October emailed to council 29th October 2025.

Email from CCDC regarding the draft proposal for Reorganisation of Local Councils emailed to council 6th November 2025.

Email from SSW re Gentleshaw Reservoir emailed to council 6th November 2025.

Email from SPCA re sponsor a shelf at Staffordshire History Centre emailed to council 7th November 2025.

Outgoing Correspondence :

Email to follow up previous emails to SSW re Gentleshaw Reservoir 28th October 2025.

Email to follow up previous emails to CCDC re Nunswell 28th October 2025.

Email to Elan City Ltd re SID not working 7th November 2025.

14. Environmental and Biodiversity – Nunswell Park – Gentleshaw Reservoir

15. Community Events

Photographic competition

16. Road Safety in the Parish – Road closure for Christmas event.

17. Governance

18. AED –

20. Website

21. Review + approve policies

IT Policy

22. Items for Discussion/Future Agenda items

**23. Date of the next Council Meeting Thursday 15th January 2026 @ CW and GVH
Buds Road Cannock Wood @ 7.30pm**

I hope you will be able to attend the meeting

Cllr. Mrs Sue Janes - Chairman
Cannock Wood Parish Council