



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 19th June 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 member.**
2. **Apologies:** Cllr. Paul Thomas
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 15th May 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-25-0113	31 Hayfield Hill Cannock Wood	Erection of a single storey rear extension and conversion of existing garage into habitable room	No objections	Approved 19 th May 2025
CH-25-0030	Chestall Cottages, 1, Beaudesert Park, Cannock Wood	Erection of a rear single storey extension and roof alterations.	No Objections	Approved 22 nd May 2025
CH-25-0181	21 Holly Hill Road Cannock Wood	Proposed single storey extension to garage to form store room for mobility and medical equipment. Erect new entrance gate and fence.	1 st July 2025	

10. Finance

a) Accounts paid and to be paid.

Date	Cheque Number	Payee	Details	Amount	VAT
19.06.25	001512	Welfare Committee	Grant towards Christmas Event	500.00	
19.06.25	001513	C E Gracey	Clerks June salary £233.60 gross	187.00	
19.06.25	001514	HMRC	Clerks June PAYE	46.60	
19.06.25	001515	CW and GVH	Hall Hire 19 th June 2025	30.00	
19.06.25	001516	Greenhill Nursery	Autumn/Winter planting 2024-25	200.00	
19.06.25	001517	S. Wroe	Bench base £1800 + plants/compost £20 + chocolate bunnies for Spring event £42.50	1862.50	300.00
Total				£ 2826.10	£300.00

b) To approve the income received – None

c) To approve the financial statement 1st April to 31st May 2025

1stApril to 31st May 2025

Bank Reconciliation		Cash Book Balance	
Current Account	28,823.37	C/fwd(Incs) Election Reserves	23,989.59
		Receipts	6,572.00
Less unpay cheques	1,098.05	Payments	2,836.27
Total	£ 27,725.32	Balance @ 31st May 2024	£27,725.32

11. Parking outside the school

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:
 Email from First Responders Co-ordinator re battery replacement at Park Gate PH Defib emailed to council 20th May 2025.
 SPCA details of devolution remote seminar emailed to council 20th May 2025.

CCDC details of Armed Forces Day flag raising ceremony emailed to council 11th June 2025

Response from SSW to a letter from Cllr. Steve Wroe on biodiversity emailed to Cllr. Steve Wroe 12th June 2025

Outgoing Correspondence :

Email to resident compiled by Cllr. Steve Wroe(Vice-chairman) sent 20th May 2025

Email to SSW compiled by Cllr. Steve Wroe (Vice-chairman) sent 26th May 2025 and 11th June 2025.

Email to Johnserv Ltd querying the invoice for work carried out to install an AED sent 26th May 2025

14. Environmental and Biodiversity – Nunswell Park - Reservoir

15. Community Events –Summer Picnic – Summer 26 Fayre

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

17. Governance

18. Community /engagement/consultation/survey

19. AED –

20. Website

21. Policies to review and approve :

Financial Regulations 20.06.24

Asset Register 20.06.24 -

Freedom of information 20.06.24

Co-option 20.06.24

Complaints 20.06.24

Planning policy including NHP notes 21.03.24

Non designated heritage list March 2024

22. Items for Discussion/Future Agenda items

**23. Date of the next Council Meeting Thursday 10th July 2025 @ 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