



## **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 20<sup>th</sup> June 2024 @ 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](mailto:parish.council@cannockwood.org) with the details, at least 48 hours prior to the scheduled meeting.**

## **COUNCIL MEETING**

### **AGENDA**

- 1. Welcome member.**
- 2. Apologies:**
- 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 16<sup>th</sup> May 2024 as a true and correct record. **Query on circulation**
- 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
None				

**10. Finance**

a) Accounts paid and to be paid.

Date	Cheque Number	Payee	Details	Amount	VAT
20.06.24	001437	Beaudesert Sports Field and Recreational Trust	(replacement cheque for 001430)	3465.00	-
20.06.24	001438	C E Gracey	Clerks June salary £223.52 gross	178.72	-
20.06.24	001439	HMRC	Clerks June PAYE	44.80	-
20.06.24	001440	CW and GVH	Hall Hire 20 <sup>th</sup> June 2024	24.00	-
20.06.24	001441	Black Rose Solutions	Internal audit 2023-24	105.00	17.50
20.06.24	001442	CW and GVH	Hall hire June and July for 'Drop in event'	60.00	-
<b>Total</b>				<b>£ 3877.52</b>	<b>£175.50</b>

b) To approve the income received – None

c) To approve the financial statement 1<sup>st</sup> April to 31<sup>st</sup> May 2024

**1<sup>st</sup> April to 31<sup>st</sup> May 2024**

Bank Reconciliation		Cash Book Balance	
Current Account	37,552.33	C/fwd(Incs) Election Reserves	29,151.29
		Receipts	6,405.50
Less unp cheques	3,625.00	Payments	1,629.46
<b>Total</b>	<b>£ 33,927.33</b>	<b>Balance @ 31<sup>st</sup> May 2024</b>	<b>£33,297.33</b>

c) Review and approve Asset Register – amended for donated AED

d) Review and approve revised by NALC May 2024 Financial Regulations

e) Approve AGAR 2023-24, annual governance statement, accounting statement and exercise of public rights.

**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 Cllr. Elizabeth Whiteley with draft documents emailed to council 17<sup>th</sup> May 2024

Email from Chaserider Bus Company regarding our request to display timetables for

the service operated in Cannock Wood emailed to council 25<sup>th</sup> May 2024  
Email from Cllr. Phil Hewitt forwarded to council 25<sup>th</sup> May 2024  
2<sup>nd</sup> quotation for SID emailed to council 28<sup>th</sup> May 2024  
3<sup>rd</sup> quotation for SID emailed to council 28<sup>th</sup> May 2024  
Letters retrieved from the CW and GVH letterbox emailed to council 10<sup>th</sup> June 2024

**Outgoing Correspondence :**

Documents from Cllr. Elizabeth Whiteley forwarded to council 17<sup>th</sup> May 2024  
Response to council about quotes for SID's forwarded 25<sup>th</sup> May 2024  
Response to council about planning permission for SID's forwarded 25<sup>th</sup> May 2024  
Email to Staffordshire Police about SID's sent 27<sup>th</sup> May 2024  
AGAR 2023-24 and associated document emailed to council 28<sup>th</sup> May 2024  
Acknowledgements to residents regarding Redmoor Meadow sent 13<sup>th</sup> June 2024

- 14. Environmental and Biodiversity – Nunswell Park**
- 15. Community Events – monthly social event open to all**
- 16. Road Safety in the Parish – Speed Indicator Devices**
- 17. Nr.62 Bus Route**
- 18. Footpaths on Cumberledge Hill**
- 19. Noticeboard – repair**
- 20. Greenspace on Pineside Avenue**
- 21. Community /engagement/consultation/survey**
- 22. The Local Council Award Scheme**
- 23. AED – maintenance and purchasing another for the parish**
- 24. Policies to be reviewed and approved:**
  - Freedom of information**
  - Data Protection**
  - Co-option**
  - Complaints**
- 25. Hirers of the field – rubbish**
- 26. Email addresses for Members and Clerk**
- 27. Items for Discussion/Future Agenda items**
- 28. Date of the next Council Meeting Thursday 18<sup>th</sup> July 2024 @ 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