



## **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 19<sup>th</sup> September 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:** Cllr.
- 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 18<sup>th</sup> July 2024 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/24/162	National Grid Gentleshaw Radio Chestall Road Cannock Wood	Site security upgrade including the installation of development ancillary to radio equipment housing, geogrid infill and ancillary development. Replacement security fencing	No objections	Refusal 9 <sup>th</sup> August 2024
CH/24/209	16 High Meadow Cannock Wood	Application for the proposed lawful development for a loft conversion and rear dormer to existing dwelling house		

**10. Finance**

a) Accounts paid and to be paid.

Date	Cheque Number	Payee	Details	Amount	VAT
19.09.24	001450	CW and GVH	Grant towards refurbishment of hall	4000.00	-
19.09.24	001451	C E Gracey	Clerks September salary £223.52 gross	178.72	-
19.09.24	001452	HMRC	Clerks September PAYE	44.80	
19.09.24	001453	CW and GVH	Hall Hire 19 <sup>th</sup> September 2024	24.00	-
19.09.24	001454	C E Gracey	Reimbursement of domain name purchase and annual charge and 5 email addresses annual charges until 31/07/2025	155.84	25.97
<b>Total</b>				<b>£ 4403.36</b>	<b>£25.97</b>

b) To approve the income received – None

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

Bank Reconciliation at 31.07.24	
Current Account	29,291.13
Less unpayable cheques	259.52
<b>Total</b>	<b>£ 29,031.61</b>

Cash Book Balance at 31 <sup>st</sup> July 2024	
C/fwd(Incs) Election Reserves	29,151.29
Receipts	6,685.98
Payments	6,805.66
<b>Balance @ 31<sup>st</sup> July 2024</b>	<b>£ 29,031.61</b>

To approve the financial statement 1<sup>st</sup> April to 31<sup>st</sup> August 2024

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

Bank Reconciliation at 31.08.24	
Current Account	29,067.61
Less unpayable cheques	36.00
<b>Total</b>	<b>£ 29,031.61</b>

Cash Book Balance at 31 <sup>st</sup> August 2024	
C/fwd(Incs) Election Reserves	29,151.29
Receipts	6,685.98
Payments	6,805.66
<b>Balance @ 31<sup>st</sup> August 2024</b>	<b>£29,031.61</b>

d) AGAR 2023-24 Complete Audit.

**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:

Various emails from First Responders Area Co-ordinator about the code for the AED at the village Hall emailed to council 24<sup>th</sup> – 26<sup>th</sup> July 2024.

SPCA – Rural Speed Limits emailed to council 12<sup>th</sup> September 2024.

SPCA NALC Community Safety Survey emailed to council 12<sup>th</sup> September 2024.

CW and GVH Committee letter of thanks for awarded grant emailed to council 12<sup>th</sup> September 2024.

SCC Road traffic notice for Hayfield Hill emailed to council 12<sup>th</sup> September 2024

First Responders confirmation of First Aid Training emailed to council 12<sup>th</sup> September 2024.

SPCA Information on the 'Warmer Homes Schemes' emailed to council 12<sup>th</sup> September 2024.

CCDC requesting information on Remembrance Sunday emailed to council 12<sup>th</sup> September 2024.

CCDC consultation on Public Spaces Protection Order emailed to council 12<sup>th</sup> September 2024.

SPCA Training Programme for Autumn 2024 emailed to council 12<sup>th</sup> September 2024.

BKVC event invitation for results emailed to council 12<sup>th</sup> September 2024

SPCA funding information through STW's NeighbourGood Scheme emailed to council 12<sup>th</sup> September 2024.

SPCA details of Parkinson's training courses emailed to council 12<sup>th</sup> September 2024

SPCA NALC Legal Bulletin emailed to council 12<sup>th</sup> September 2024

**Outgoing Correspondence :**

First Responders re the problem with the AED outside the village hall noted on the 18<sup>th</sup> July 2024.

Various emails to CW and GVH committee and managing staff re: the code for the AED.22<sup>nd</sup> July 2024.

**14. Environmental and Biodiversity – Nunswell Park**

**15. Community Events –**

**16. Road Safety in the Parish – Speed Indicator Devices**

**17. Review and approve standing orders**

**18. Christmas Tree 2024** – set date for lighting up event – appoint cherry picker

**19. The Good Councillors Guide**

**20. Community /engagement/consultation/survey –**

**21. The Local Council Award Scheme**

- Draft Training policy for consideration/approval –
- Disciplinary and Grievance policy for consideration/approval
- Standing Orders for review and approval
- Code of Conduct for adoption

**22. AED – maintenance and purchasing another for the parish**

**23. Email addresses – website details**

**24. Items for Discussion/Future Agenda items**

**25. Date of the next Council Meeting Thursday 17<sup>th</sup> October 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