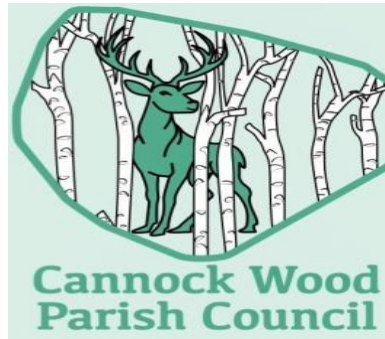


CANNOCK WOOD PARISH COUNCIL



You are hereby summoned to attend the next meeting of the Parish Council to be held at 7.30pm on Thursday 17th September 2026 @ 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:**
- 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 July 2026
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. Action Plan 2026-27**

8. Highways & Maintenance – potholes – hedgerows

9. To receive reports from Councillor's who have attended outside meetings.

10.Planning Applications for consideration and ratification

Application No.	Location/address	Details of Application	CWCP comment	Status
CH/26/140	Cairn Doon Buds Road Cannock Wood.	Proposed porch to front.	No objections	Approved 21 st July 2026
CH/26/203	Newlands Chestall Road Cannock Wood.	Permission in Principle for erection of new dwelling	Objections	Full refusal 27 th July 2026
CH/26/198	9 Bradwell Lane Cannock Wood	Proposed single storey side extension.		

11. Finance

a) Approve National Pay Award for Clerks 1st April to 31st March 2027.

b) Accounts paid and to be paid.

Date	Cheque Number	Payee	Details	Amount	VAT
17.09.26	Online	C E Gracey	Clerks September salary £248.96 gross + back pay £40	231.16	-
17.09.26	Online	HMRC	Clerks September PAYE	57.80	-
17.09.26	Online	CW and GVH	Hall Hire 17 th September 2026	30.00	- paid
17.09.26	DD	Hugo Fox	Website host July 2026 VAT Nr.	23.99	4.00
17.09.26	DD	Hugo Fox	Website host August 2026 VAT Nr.	23.99	4.00
17.09.26	Online	Netwise	Renewal domain name + email accounts. VAT Nr. 374 875 742	302.40	50.40 - paid
17.09.26	Online	Advanced Electrical Ltd	Replace defib damaged defib cabinet. VAT Nr. 161 450 141	192.00	32.00 - paid
17.09.26	Online	Greenhill Nursery	Replace damaged planter.	170.35	- paid
Total				£ 1031.69	£90.40

c)To approve the income received – £1047.04 VAT refund 2025-26.

d) To approve the financial statement 1st April to 31st July 2026

1stApril to 31st July 2026

Bank Reconciliation
Current Account 27,996.70

Total £27,996.70

Cash Book Balance
C/fwd(Incs) Election Reserves £25,742.59
Receipts 6,703.50
Payments 4,449.39
Balance @ 31st July 2026 £27,996.70

To approve the financial statement 1st April to 31st August 2026

1st April to 31st August 2026

Bank Reconciliation	Cash Book Balance	
Current Account £28,180.45	C/fwd(Incs) Election Reserves	£25,742.59
	Receipts	7,850.54
	Payments	5,412.68
<u>Total £28,180.45</u>	<u>Balance @ 31st August 2026</u>	<u>£28,180.45</u>

12. Parking outside the school

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

14. Correspondence – Items of correspondence received during the month are

Email from CCDC about CILS fund emailed to council 14th August 2026.

SPCA calling for evidence for Local Government Re-organisation emailed to council 14th August 2026.

Email from resident re AED cabinet at the village hall, comments about the installation of the replacement cabinet, comments and photos passed on to the contractors that carried out the work 24th August 2026.

CCDC emails re: Nunswell Park proposed bird and bat boxes response emailed to council 24th August 2026.

SPCA details of National pay award for clerks 1st April to 31st March 2027 emailed to council 29th August 2026.

Staffordshire Federation of Women's email will details of a forthcoming Wellness Women Day emailed to lady councillors 10th September 2026.

Email from CCDC Councillor with comments about planning decisions emailed to council 10th September 2026.

Email from SPCA with details of NHP Survey emailed to council 10th September 2026.

Email from SPCA with details of a 2nd response from SCC about the pausing of SID installation permission emailed to council 10th September 2026.

Email from SPCA with details of council tax data across Staffordshire for information emailed to council 10th September 2026.

Email from CCDC with confirmation that we may co-opt to fill our Casual Councillor Vacancy emailed to council 10th September 2026.

SPCA notification that the LGR has been paused for the present time, emailed to council 10th September 2026.

SPCA email with details of Staffordshire Local Council Conference 2026 emailed to council 10th September 2026.

Outgoing Correspondence :

Email to CCDC re noise nuisance from Public House in Cannock Wood 13th August 2026.

Report to local PCSO about electric bike nuisance 13th August 2026.

SCC response to SID approval suspension 13th August 2026.

CCDC re: change of Planning + Infrastructure Act 2025 objections 13th August 2026.

Suzanne Wyke CCDC re: Nunswell plans bird and bat boxes 13th August 2026.

CCDC Election Services notification of casual vacancy 13th August 2026.

CCDC Development Services query on CH/26/198

CCDC CIL payments response 10th September 2026.

15. Environmental and Biodiversity – Nunswell Park – Gentleshaw Reservoir

16. Community Events –

17. Road Safety in the Parish – SID data.

18. Policies to review and approve :

Financial Regulations

Standing Orders
Grievance Policy
Disciplinary Policy
Training Policy
Code of conduct
Document Retention Policy
Risk Assessment

19. Health and Well Being Audit

20. Casual Councillor Vacancy – co-option

21. Items for Discussion/Future Agenda items

**22. Date of the next Council Meeting Thursday 15th October 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