



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 16th November 2023 @ 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.
 - c. Neighbourhood Plan – Non-designated Heritage Assets
5. **Minutes** - To approve the minutes from the council meeting held on the 31st October 2023 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/23/0368	13 Hayfield Hill Cannock Wood	Single storey rear extension, single storey front extension following demolition of porch, alterations to fenestration and external finishes and demolition of existing refab garage		

10. Finance

a) Accounts paid and to be paid.

Date	Cheque Number	Payee	Details	Amount	VAT
16.11.23	001389	C E Gracey	Clerk’s November salary	166.02	-
16.11.23	001399	HMRC	Clerk’s November PAYE	41.50	-
16.11.23	001400	CW and GVH	Hall hire 16.11.23	24.00	-
16.11.23	001401	Greenhill Nursery	Autumn planting	160.00	-
16.11.23	001402	S Wroe	Pumpkin event expenses	52.59	1.67
16.11.23	001403	C E Gracey	Clerk’s December salary	166.02	-
16.11.23	001404	HMRC	Clerk’s December PAYE	41.50	-
Total				£651.63	£1.67

b) To approve the income received – None

c) To approve the financial statement 1st April to 31st October 2023 – no figures available.

d) Approve Asset Register

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:
None

14. Environmental Group –

15. Community Events

16. Road Safety in the Parish

17. Unsung heroes 2024 award

18. Christmas Tree 2023 - update

19. Brown bin license for community weeding

20. Post box at CW&GVH for parish council enquiries

21. Adopt revised Code of Conduct

22. Leaf collection on the footpaths within the parish

23. Items for Discussion/Future Agenda items

**24. Date of the next Council Meeting Thursday 18th January 2024 @ CW&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