



CANNOCK WOOD PARISH COUNCIL

You are hereby summoned to attend the next meeting of the Parish Council to be held at 7.30pm commencing with the Annual Meeting followed by the Council Meeting on Thursday 18th May 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.

ANNUAL MEETING

1. Welcome
2. Apologies
3. Chairman's Report 2022-23
4. Elect Chairman
5. Elect Vice-chairman

COUNCIL MEETING

AGENDA

1. Welcome members
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.

c. Neighbourhood Plan

5. Minutes - To approve the minutes from the council meeting held on the 18th May 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.

9a.Planning Applications for consideration and ratification

Application No.	Location/address	Details of Application	CWCP comment	Status
CH/22/0408	7 Park Gate Road Cannock Wood	Alteration of existing garage to form living accommodation, addition of porch and changes to elevation treatment with new windows and doors		Approved 28 th April 2023
CH/23/0112	3 Gilwell Road Cannock Wood	Conversion of single storey bungalow to a two storey dwelling with front extension. Demolition of previous smaller extensions to rear and side resubmission of CH/22/0478		Refused 20 th April 2023
CH/22/0408	7 Park Gate Road Cannock Wood	Alterations to existing garage to form living accommodation, addition of porch and changes to elevation treatment to included new windows and doors		Approved 27 th April 2023
CH/23/0166	Holly Lodge 9 Ivy Lane Cannock Wood	Proposed conversion of existing garage into family annexe resubmission of CH/22/0475		

9b. Draft Planning Procedure to consider

10. Finance

a) Accounts paid and to be paid.

Date	Cheque Number	Payee	Details	Amount	VAT
18.05.23	001368	HMRC	Clerk's PAYE	39.20	
18.05.23	001369	C E Gracey	Clerk's May salary	141.12	
18.05.23	001370	A J Gallagher Insurance Brokers Ltd	Insurance renewal 2023-24	472.61	-
Total				£652.93	£-

b) To approve the income received – £6,165(1st payment precept)

c) To approve the financial statement 1st April to 30th April 2023

1st April to 30th April 2023

Bank Reconciliation		Cash Book Balance	
Current Account	34,599.60	C/fwd(Incs) Election Reserves	33,166.04
Reserve Account	4,247.71	Receipts	6,165.00
Less unpay cheque	372.00	Payments	855.73
Total	£38,475.31	Balance @ 30th April 2023	£38,475.31

d) Consider to cover the cost of the paper for the printing of the newsletter

e) Consider quote for CCTV for CW & GVH

f) Consider bank mandate – add/remove signatures – clerk visual access

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 Burntwood First Responders emailed to council 9th May 2023
- SPCA Bulletin emailed to council 11th May 2023

14. Climate change – Environmental Group -

15. Community Events

16. Road Safety in the Parish

17. Results of Staffordshire Wildlife Trust Survey

18. ACV Nunswell Park

19. Items for Discussion/Future Agenda items

20. Date of the next AGM & Parish Council Meeting Thursday 15th June 2023 @ 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