



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 18th January 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 with the details, at least 48 hours prior to the scheduled meeting.

COUNCIL MEETING

AGENDA

- 1. Welcome members**
- 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.
 - c. Neighbourhood Plan – Non-designated Heritage Assets
- 5. Minutes** - To approve the minutes from the council meeting held on the 16th November 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, Rugeley, WS15 4RP	Single storey rear extension, single storey front extension following demolition of porch, alterations to fenestration and external finishes and demolition of existing prefab garage	No objections	Approved 23/11/23
CH/23/0366	Park Side Farm, Chapel Lane, Cannock Wood, WS15 4SE	Prior approval for the erection of a steel portal framed agricultural building	No objections	Approved 04/12/23

10. Finance

a) Accounts paid and to be paid.

Date	Cheque Number	Payee	Details	Amount	VAT
18.01.24	001406	A Anderson	Leaf collection and disposal	50.00	-
18.01.24	001407	Staffordshire Signs and Graphics	Replacement panel for referendum	22.80	3.80
18.01.24	001408	Michael Brough Electrics Ltd	Test tree light connection and make connection for AED at Park Gate Inn PH	350.00	-
18.01.24	001409	C E Gracey	Clerk's January salary Gross £223.52 plus back pay from 1 st April 2023 – 31 st December 2023 £144.00	294.02	-
18.01.24	001410	HMRC	Clerk's January PAYE	73.50	-
18.01.24	001411	CW and GVH	Hall hire 18.01.24	24.00	-
18.01.24	001412	E Whiteley	Reimbursement of purchase of post box	27.99	4.67
18.01.24	001413	S Wroe	Reimbursement of brown bin license £38.50 – paint for Christmas tree £21.95 - Manhole lifting key £6.95	67.40	-
Total				£ 909.71	£8.47

b) To approve the income received – Nil

c) To approve the financial statement 1st April to 31st December 2023

1stApril to 31st December 2023 -

Bank Reconciliation	Cash Book Balance	
Current Account 35,107.04	C/fwd(Incs) Election Reserves	33,166.04
Reserve Account	Receipts	12,769.39
Less unpay cheques 36.00	Payments	10,864.39
<u>Total £35,071.04</u>	<u>Balance @ 31st December 2023</u>	<u>£35,071.04</u>

1stApril to 30th November 2023 -

Bank Reconciliation	Cash Book Balance	
Current Account 35,887.16	C/fwd(Incs) Election Reserves	33,166.04
	Receipts	12,769.39

Less unpd cheques 766.12
Total £ 35,121.04

Payments 10,814.39
Balance @ 30th November 2023 £35,121.04

- d) Approve LGA Pay Agreement 1st April 2023 to 31st March 2024 to include back pay from 1st April to 31st December 2023 for the clerk, spine point 13 £13.97 per hour.
- e) Budget 2024-25 – specific items to be discussed for community projects.
- f) Precept 2024-25 to be agreed.

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:

- CCDC email with details of the renaming of AONB to National Landscapes emailed to council 20th November 2023.
- Election Services details of the NHP referendum emailed to council 21st November 2023.
- Staffs Police crime statistics for November emailed to council 1st December 2023.
- Election Services additional information regarding the NHP referendum emailed to council 7th December 2023
- Election services results of referendum 4th January 2024 emailed to council 6th January 2024
- Email from Burntwood and Cannock Chase Community First Responders regarding the official handover of the donated AED at The Park Gate PH, emailed to council 7th January 2024
- SPCA Bulletin emailed to council 9th January 2024
- Information on the Green Library Manifesto and Environmental Groups emailed to council 9th January 2024
- Police crime statistics for December 2023 emailed to council 11th January 2024

14. Environmental and Biodiversity –

15. Community Events

16. Road Safety in the Parish

17. Unsung heroes 2024 award

18. Christmas Tree 2023 - update

19. Noticeboard – repair

20. Consider co-option

21. Community /engagement/consultation/survey

22. The Local Council Award Scheme

23. Items for Discussion/Future Agenda items

24. Date of the next Council Meeting Thursday 15th February 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