



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 10th July 2025 @ 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. Pat Ansell
- 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 19th June 2025
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/25/0157	Oaklands Buds Road Cannock Wood	Single storey rear extension and elevation alterations including demolition and replacement garage.	No objections – No large vehicle deliveries between 8-9am + 2.45-3.45pm	Approved 3 rd July 2025
CH/25/0190	7 Holly Hill Road Cannock Wood	Amendment to existing planning permission to include a revised oak frame porch, bay window, roof detail and cladding finishes.	17 th July 2025	

10. Finance

a) Accounts paid and to be paid.

Date	Cheque Number	Payee	Details	Amount	VAT
10.07.25	001519	Katherine House Hospice	Grant	100.00	
10.07.25	001520	C E Gracey	Clerks June salary £233.60 gross	187.00	
10.07.25	001521	HMRC	Clerks paye July	46.60	
10.07.25	001522	CW +GVH	Hall hire 10 th July 2025	30.00	
10.07.25	001523	P Ansell	Flowers	30.00	
10.07.25	001524	C E Gracey	Clerk's August salary £233.60	187.00	
10.07.25	001525	HMRC	Clerk's August PAYE	46.80	
Total				£ 627.40	£

b) To approve the income received – None

c) To approve the financial statement 1st April to 30th June 2025

1st April to 30th June 2025

Bank Reconciliation		Cash Book Balance	
Current Account	26,169.02	C/fwd(Incs) Election Reserves	23,989.59
		Receipts	6,572.00
Less unp cheques	1,207.40	Payments	5,599.97
Total	£ 24,961.62	Balance @ 30th June 2024	£24,961.62

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 CCDC with details of Local Government Reorganisation emailed to council 26th June 2025.
Email from SPCA re: Asset Transfer seminar with the Local Government Reorganisation emailed to council 27th June 2025.

Response from CCDC with information on Nunswell emailed to Chairman and Cllr. Elizabeth Whiteley 1st July 2025.

Outgoing Correspondence :

SSW enquiry about Gentleshaw Reservoir emailed 20th June 2025

Email to CCDC re: budget allowance for Nunswell and Castle Ring emailed 25th and 30th June 2025.

14. Environmental and Biodiversity – Nunswell Park – Gentleshaw Reservoir

15. Community Events

16. Road Safety in the Parish – Road closure for Christmas event.

17. Governance

18. Community /engagement/consultation/survey

19. AED –

20. Website

21. Policies to review and approve :

Standing Orders September 2024

Training policy September 2024

Risk Assessment September 2024

Grievance policy September 2024

Disciplinary policy September 2024

Code of conduct September 2024

22. Policy to adopt – Document Retention

23. Planter damaged on Bradwell Lane

24. Items for Discussion/Future Agenda items

25. Date of the next Council Meeting Thursday 18th September 2025 @ 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