

Cannock Wood Parish Council



DRAFT Minutes of the Council Meeting held on Thursday 19th June 2025 commencing at 7.30pm at Cannock Wood and Gentleshaw Village Hall Buds Road Cannock Wood

PRESENT: Councillors: Sue Janes (Chairman), Steve Wroe (Vice-chairman), Pat Ansell, Avril Green, Elizabeth Whiteley,

IN ATTENDANCE: Clerk Chris Gracey.

The Chairman Cllr. Sue Janes welcomed Members to this month's Council Meeting.

1.Minute number 507/2025: Apologies Cllrs. Fiona McMulkin, Paul Thomas and Andrea Muckley submitted apologies for tonight's meeting.

2.Minute number 508/2025 Declarations of interest – None

The Chair reminded members to complete their Register of Interest form if there had been any changes to their circumstances, the clerk will send out the form.

3. Minute number 509/2025 Public participation

Minute number 509/2025/A Members of the public – None

Minute number 509/2025/B County Cllr's. Report. – None

Minute number 509/2025/C District Cllr's Report. – None

4. Minute number 510/2025 To confirm and agree as a true record of the minutes of the Parish Council meeting held on 15th May 2025.

Resolved: That the minutes of the meeting held on 15th May 2025 were accepted as a true and accurate record, proposed by Cllr. Pat Ansell seconded by Cllr. Steve Wroe (Vice-chairman and carried.

5. Minute number 511/2025 matters arising - none.

6. Minute number 512/2025 Highways & Maintenance – Cllr. Elizabeth Whiteley reported the following:

A resident had reported that she had, her wing mirror knocked off her car by a vehicle driving towards her near Nr.6 Broome Cottage Cumberledge Hill, the road is quite narrow at this point and a one way system would be prudent. The clerk will report the matter to Highways and ask if they will consider traffic management.

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7. Minutes number 513/2025 To receive reports from Councillors who have attended outside meetings:

Cllr. Steve Wroe (Vice-chairman) had attended the National Landscape conference on 12th June 2025

Summary of key discussions affecting Cannock Wood

Introduction (Cllr Tony Pearce (Stafford))

The new government has doubled the housing targets and at the same time increased the size of the housing supply from 5 to 6 years. The doubling of the targets has therefore effectively reduced Stafford's housing supply from 6 to 3 years. The net result is that there will be a need to find new land for housing and this will put pressure on settlement boundaries and green belt. Tony thinks Cannock's situation is a little better than Stafford but not greatly. The Local Plan's will need to be amended.

NL funds have reduced and as a consequence they no longer have a planning officer. This means they may only be able to comment on larger or proposals with more impact and will need to pay for a consultant.

Both the above will put pressure on land use and, at the same time, adversely affect our ability to oppose developments.

NL handed out copies of the new 5 year plan. I have a copy if anyone wants to borrow it although I guess it will be on the website. The plan includes for a possible nature reserve within Cannock Chase.

Groups Projects

A number of speakers were given 3 minute slots to describe a project they have been involved in:

John Hill described new history tours at Beau which will be held monthly.

Shugborough Trust - described work at Shugborough by NT to create a 2 acre Forest Garden, due to open spring 26. The concept is to use plants which support each other and to encourage everyone to have a go to extend the benefits of domestic gardens. Some tours are available now to see the works. See NT websites.

Haley Dorrington (SWT) – described work at Etchinghill and Gentleshaw Common and a plan to create a heathland corridor between the two sites. An additional sundew has been identified on Gentleshaw Common where there are now 3 species.

Green Funding Team – (part of National Landscapes Association) described reduced funding from DEFRA and the need to make up from corporate and private finance. There is a drive to persuade corporates to set aside more funds and the government will possibly make it mandatory to include their contributions to the environment in their annual reports which should drive revenue.

List of projects and contacts to assist with projects on www.yournaturalpartner.org.uk

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Milly Robinson (Forestry England) – land managers for the Forestry Commission, described the 10 year plan and plans to increase a broad leaf buffer round conifer stands. Also in the plan is a proposal to create a wildlife corridor joining Rawnsley Nature Reserve to Castle Ring and Beau. We should be able to follow this on the website but it is early days. Andrea would be interested in this.

Milly.robinson@forestryengland.uk

Claire Gegan – described Guidance Documents for Land Managers and said work was being done at the sawmill on Beaudesert Farm.

Other afternoon longer presentations described how the National Forest was set up, grown and is being managed and an interesting presentation from Chris Sands – check The Good Company and Totally Locally for details of his approach and projects. Interesting.

The longer presentations should be uploaded onto the NL website.

The day concluded with a walk around Beaudesert Golf Club to see how they are managing dense self-sown pine stands to encourage heather growth.

I also met Suzanne Wykes from CCDC who plans to carry out a flora survey at Nunswell Park in June/July. She will then issue a report combining this with the results of last years bird survey. The aim is to draw up an action plan (although there is limited money available). The PC will be invited to comment on the report and meet at site later in the summer.

Cllr. Elizabeth Whiteley attended the remote seminar on Reorganisation of Local Councils, she proposed that the clerk asks for a FOI request to CCDC for the figures of the annual budget for Nunswell.

8 Minute number 514/2025 Planning applications for consideration or determined

a)

Application No.	Location/address	Details of application	CWPC Comments/status
CH-25-0107	Woodland Cottage Chestall Park Cannock Wood	Erection of organgery	No objections – Approved 12 th May 2025
CH-25-0113	31 Hayfield Hill Cannock Wood	Erection of a single storey rear extension and conversion of existing garage into habitable room	No objections – approved 19 th May 2025
CH-25-0030	Chestall Cottages, 1, Beaudesert Park, Cannock Wood	Erection of a rear single storey extension and roof alterations	No objections – approved 22 nd May 2025
CH-25-0157	Oaklands Buds Road Cannock Wood	Single storey rear extension and elevation alterations including demolition and replacement garage	No objections – concerns about traffic in the vicinity of the school and would ask that all deliveries avoid 8-9am and 2.45-3.45pm
CH-25-0181	21 Holly Hill Road Cannock Wood.	Proposed single storey extension to garage to form store room for mobility and medical equipment. Erect new entrance gate and fence.	No objections – but would ask if the proposed gate is in keeping with surrounding area.

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9. Minute number 515/2025 Finance

a) The following accounts are due to be paid or have been paid:

Date	Cheque Number	Payee	Purpose	VAT	Amount
19.06.25	001512	Cannock Wood and Gentleshaw Welfare Committee	Grant towards Christmas Event	-	500.00
19.06.25	001513	C E Gracey	June salary £233.60	-	187.00
19.06.25	001514	HMRC	PAYE June £46.60	-	46.60
19.06.25	001515	CW and GVH	June hall hire	-	30.00
19.06.25	001516	Greenhill Nursery	Autumn planting 2024-25	-	200.00
19.06.25	001517	S Wroe	Reimbursement of Bench base and installation £1800, plants/compost £20, chocolate for Spring Event £42.50	300.00	1862.50
19.06.25	001518	Johnserv Ltd	Install a AED and cabinet at 58 Hayfield Hill	66.80	400.80
Total				£366.80	£3226.90

Cllr. Pat Ansell proposed, seconded by the Cllr. Avril Green and carried, that the payments be approved **Resolved: that the payments paid/ to be paid are approved.**

b) To approve income received – None

c) Financial Statement - 1st April to 31st May 2025

Bank Reconciliation		Cash Book Balance	
Current Account	28,823.37	C/fwd(Incs) Election Reserves	23,989.59
Less Unpresented cheques	1,098.05	Receipts	6,572.00
		Payments	2,836.27
Total	£27,725.32	Balance @ 31st May 2025	£27,725.32

Financial statement – The clerk presented the financial statement for 31st May 2025 along with the bank statement at 31st May 2025 proposed by Cllr. Pat Ansell seconded by Cllr. Avril Green and carried.

d) **Online banking** – Members discussed using online banking for monthly payments, the clerk will enquire with the bank.

e) **Consider grant application for Katherine House Hospice** – Members discussed the application, Cllr. Sue Janes (Chairman) proposed £100 seconded by Cllr. Pat Ansell and carried.

10. Minute number 516/2025 – Parking outside the school – no comments

11. Minute number 517/2025 – Anti-social behaviour on the playing fields/village hall no, further comments

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12. Minutes number 518/2025 – Correspondence – Items of correspondence received during the month are emailed to Councillors, as received and for this month included the following:

Email from First Responders Co-ordinator re battery replacement at Park Gate PH Defib emailed to council 20th May 2025.

SPCA details of devolution remote seminar emailed to council 20th May 2025.

CCDC details of Armed Forces Day flag raising ceremony emailed to council 11th June 2025

Response from SSW to a letter from Cllr. Steve Wroe on biodiversity emailed to Cllr. Steve Wroe 12th June 2025

Email from Johnserv Ltd with revised invoice.

Email from SPCA with details of 2026 intake on Community Governance Qualification emailed to council 18th June 2025.

Email from Smart Alert with details of the Staffordshire Neighbourhood Watch AGM emailed to councillors 18th June 2025.

Outgoing Correspondence :

Email to resident compiled by Cllr. Steve Wroe(Vice-chairman) sent 20th May 2025

Email to SSW compiled by Cllr. Steve Wroe (Vice-chairman) sent 26th May 2025 and 11th June 2025

Email to Johnserv Ltd querying the invoice for work carried out to install an AED sent 26th May 2025

13. Minute number 519/2025 – Environmental and Biodiversity – Nunswell – Sweeping the footpaths – As discussed in item 7.

14. Minute number 520/2025 – Community Events – no comments

15. Minute Nr.521/2025 – Road safety in the parish – road closure for Christmas event

Cllr. Sue Janes(Chairman) confirmed that CW and GVH will apply for the road closure in their name, but the council will carry out the consultation with other partners and the immediate residents. The closure will be for approximately 2 hours from the village hall noticeboard to the other end of Buds Road.

16. Minute Nr.522/2025 – Governance – no comments

17. Minute Nr. 523/2025 – Community/ Engagement/ Consultation/Survey - Bench and installation - Cllr. Steve Wroe(Vice-chairman) confirmed that the bench is now installed, more planting is required and members discussed as to whether a plaque will be fixed, it was agreed not to fix a plaque.

18. Minute Nr.524/2025 – AED Maintenance on existing and other devices for the parish – A photograph of the installed AED on Uplands Close is required by the Charity that donated it, following the meeting councillors went to take a photo.

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19. Minutes Nr.525/2025 – Website – No comments consideration in the Autumn.

20. Minutes Nr. 526/2025 - Policies to Review and approve: All policies amended where required proposed by Cllr. Avril Green seconded by Cllr. Pat Ansell and carried, the updated documents will be uploaded to the website.

A policy for the retention of documents will be compiled for the July meeting.

Financial Regulations 20.06.24

Asset Register 20.06.24

Freedom of information 20.06.24

Co-option 20.06.24

Complaints 20.06.24

Planning policy including NHP notes 21.03.24

Non designated heritage list March 2024

21.Minute Nr. 527/2025 - Items for Discussion and the Agenda for the next meeting – None.

22. Minute number 528/2025 – Date of the next meeting will be Thursday 10th July council meeting 7.30pm at CW and GVH Buds Road Cannock Wood.

The Chairman closed the meeting at 9.10pm

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