NORTON CANES PARISH COUNCIL

Clerk to the Council
Parish Office
Burntwood Road
Norton Canes
Cannock
WS11 9RE

Tel: 01543 276812

Email: clerk@nortoncanesparishcouncil.gov.uk

Ref: GMA

March 2026

To: All Members of Norton Canes Parish Council

Dear Councillor,

You are hereby summoned to attend the Meeting of the Parish Council on **Wednesday 18th March 2026** commencing at 7 p.m. **at Norton Canes Library, Burntwood Road, Norton Canes** which the business set out below will be transacted.

Yours sincerely

Ginetta Adams
Parish Clerk / RFO
Norton Canes Parish Council

Public Participation – 30 Minutes.

Minute Reference	Item	Agenda Item
2026-15	**1**	**Apologies** To receive any apologies that may be forthcoming.
2026-16	**2**	**Declarations of Interests** To note any declarations of interests
2026-17	**3**	**Minutes and Matters Arising from the Full Council meeting held on Tuesday 17th February 2025.** To approve the minutes of the meeting held on Tuesday 17th February 2025.
2026-18	**4**	**Highways** To receive an update. Cllr S Thompson to give an update following the highways meeting.
2026-19	**5**	**Clerks Report** To receive a report from the Clerk. **5.2 Cemetery opening date, full council decision required.** **5.3 Contemplation Area Design, full council decision required.**

		5.4 Lawn Mowers, full council decision required **5.5 Deer proof fencing, council decision required.** **5.8 Litter bin and litter picking supplies, full council decision required.**
2026-20	**6**	**Reports From Committees**
2026-21	**6a**	**Planning** To consider planning applications/decisions (summary attached)
2026-22	**6b**	**Projects** To consider any matters relating to ongoing projects.
2026-23	**6c**	**Audit and Governance** To consider matters arising 1. Bank account recommendation – The A&G Committee met to discus banking options for the parish council, the Clerk advised that due to main street banks categorisation, local government unfortunately fell under community banking which had its own restrictions, after researching she felt that the best option would be to stay with Unity Trust Bank, the committee discussed this and agreed that this should be recommended to council with a 3 category banking, using: a. 6-month fixed term at 3.45% Gross/AER, b. 32-day notice account at 2.73% AER c. Instant Access at 1.96% AER. d. The Clerk to request an increase on the corporate card. The Committee are requesting that the council consider this recommendation. Council to agree/adopt the following policies: • Council Risk Assessment • GDPR General Privacy Notice • Equal Opportunities and Diversity policy • Privacy Notice for Staff Councillors and Role holders • Privacy Policy • Removable Media Policy • Subject Access Request Procedure • Flexible Working Policy
2026-24	**7**	**Reports from Councillors** To receive any reports from Councillors.
2026-25	**8**	**New Cemetery** To receive any updates.
2026-26	**9**	**Chairman's Announcements and Correspondence** To note any incoming and outgoing correspondence.
2026-27	**10**	**Authorisation of Accounts** To authorise accounts for attached schedule.
2026-28	**11**	**Date of Next Meeting: Wednesday 15th April 2026 at 6pm at Norton Canes Library, Burntwood Road, Norton Canes.**