

Week St Mary Parish Council

May 29, 2024

I hereby give notice that an Ordinary Meeting of Week St Mary Parish Council will be held at Week St Mary Chapel School Room on **Thursday, June 6, 2024 at 7.30pm.**

All members of the council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Yours faithfully,

Suzanne Cleave

Suzanne Cleave, clerk

Agenda

1. **Public question time** (15 minutes allowed for this – on matters on the agenda only)
2. **To receive County Councillor Nicky Chopak's report on matters arising**
3. **To note councillors present**
4. **To receive apologies for absence with reasons**
5. **To receive Declarations of Interest and approve Dispensations**
6. **To approve the minutes of:**
Ordinary meeting Thursday, May 2, 2024
7. **To receive clerk's report on matters arising**
11. **Planning**
Any late applications received will be discussed under this section
- 11a. **To discuss and make a consultee comment on application:**
None.
- 11b. **Decisions**
PA24/00170/PRE – Pre-application advice for re-siting of approved dwelling under permission number PA23/08270. Land south of Burdenwell Cottage, Week St Mary. **CLOSED – ADVICE GIVEN**

PA22/07929 – Change of use to residential caravan site with 22 residential caravans proposed, together with associated landscaping and infrastructure, and the demolition of existing buildings. Treetops, The Square, Week St Mary. **WITHDRAWN**
- 11c. **Planning - to note**
PA24/03691 – Prior approval for proposed formation, alteration or maintenance of private ways for agricultural or forestry use. Week Orchard, Marhamchurch.
12. **Portfolio Reports:**
 - **Playground**
 - **Highways, Footpaths & Greens**
13. **Correspondence including (all relevant emails forwarded):**

Cornwall Council Town and Parish Council newsletter; Cornwall Council Affordable Housing newsletter; Local council planning training June 13; invitation to the online town and parish council budget update and reminder; North Cornwall CAP meeting information and Teams link June 10.

14. **Community Infrastructure Levy and Community Benefit Fund applications**

* None (next round – October)

15. **Agenda items**

1. Week St Mary path project
To receive an update on the project
2. Lambley Corner
To receive an update on Lambley Corner
3. First aid training
To discuss holding a first aid event.
4. Citizens Advice Cornwall statistics
To receive local statistics and consider donation request.
5. Sustainable Bude CIC appeal for volunteers
To receive correspondence on cost of living scheme and call for volunteers.
6. Modification of Definitive Map – Downrow
To receive correspondence from Cornwall Council and to decide if the council wishes to withdraw its objection.
7. Vandalism in the parish
To discuss recent incidents of vandalism in the village.
8. AGAR
** The end of year financial year finances were agreed and the bank reconciliation was signed.*
** The internal audit was noted.*
** The Annual Governance Statement was reviewed and signed.*
** The Accounting Statements were reviewed and signed*
**The Conflict of Interest with BDO LLP form was signed.*

16. **Accounts**

Balances May 29, 2024

- Current account £ 9,596.81
- Reserve account £28,710.56
- Community Benefit Fund £ 1.00 (money to be transferred)

16a. **To approve accounts for payment including:**

Suzanne Cochrane – Salary May (inc HMRC PAYE)	
Cornwall Pension Fund (May)	
Suzanne Cochrane (mileage)	£ 32.40
Jamie Sachs – toilets May	£ 120.00
Jamie Sachs – Greens	£ 150.00
EDF Energy – electricity toilets	£ 20.00
Pennon Water – water toilets	£ 54.73
Week St Mary Parish Hall – quarterly payment	£ 500.00
Suzanne Cochrane – ink	£ 61.50
ICO – Data Protection fee	£ 35.00

16b **To note income**

Reserve account interest £ TBC

17. **Items for July meeting (date TBC)**