

# Week St Mary Parish Council

June 28, 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 **Wednesday, July 3, 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, June 6, 2024
7. **To receive clerk's report on matters arising**
8. **Planning**  
Any late applications received will be discussed under this section
- 8a. **To discuss and make a consultee comment on application:**  
None.
- 8b. **Decisions**  
PA24/02370 – Application to determine if prior approval is required for a proposed change of use of agricultural buildings to dwellinghouses (use Class C3).  
**PRIOR APPROVAL NOT REQUIRED (PA/AF/TEL/DEM)**
- 8c. **Planning - to note**  
None.
9. **Portfolio Reports:**
  - **Playground**
  - **Highways, Footpaths & Greens**
10. **Correspondence including (all relevant emails forwarded):**  
CAP – change of venue information; Cornwall Council finance briefing slides; Penfound Road to junction north west of Week Orchard road closure notification; Cornwall Council planning for businesses seminar; Clean Cornwall newsletter; dates for the next four CAP meetings; CAP action notes from last meeting.

**11. Community Infrastructure Levy and Community Benefit Fund applications**  
\* Week St Mary Community Shop

**12. Agenda items**

1. Lambley Corner  
*To receive an update on Lambley Corner*
2. Church and Chapel payments  
*To discuss the annual payments made to the Church and Chapel*
3. Ashbury Grove  
*To receive an update on Ashbury Grove*
4. Events in the playing field  
*To receive a request to hold an event in the playing field*
5. Speeding in the village  
*To discuss speeding in the village*
6. Trees on the Green  
*To discuss the trees on the Lower Green*
7. Pensions Discretions Policy  
*To receive correspondence from the Cornwall Pension Fund and to adopt a Pensions Discretions Policy*
8. Financial Regulations and Standing Orders  
*To review the Financial Regulations and Standing Orders*
9. Poor Man's Piece  
*To receive update on Poor Man's Piece*

**13. Accounts**

**Balances June 29, 2024**

- Current account £ 7,327.81
- Reserve account £28,245.92
- Community Benefit Fund £ 1.00 (money to be transferred)

**13a. To approve accounts for payment including:**

Suzanne Cochrane – Salary June (inc HMRC PAYE)	As per contract
Cornwall Pension Fund (May)	
Suzanne Cochrane (mileage)	£ 32.40
Jamie Sachs – toilets June	£ 120.00
Jamie Sachs – Greens	£ 150.00
Jamie Sachs – village spraying	£ 500.00
EDF Energy – electricity toilets	£ 20.00

**13b To note income**

Reserve account interest	£ TBC
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**14. Items for August meeting (August 1 - date TBC)**

**15. Exclusion of members of the public and press. To resolve that under s1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as it involves the likely discussion of confidential information.**

**16. Clerk salary review**