

Week St Mary Parish Council

January 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 **Thursday, February 6, 2025 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, January 2, 2025
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:**
PA25/00163 – Works to trees within a Conservation Area (TCA) – Tree A – Mature Sycamore, full removal. Highmeadows, Week St Mary.

PA25/00308 – Works to trees within a Conservation Area (TCA) – T1 Ash – pollard at 2.5m above ground level, at the spring of the crown; T2 Ash – coppice at 0.6m above ground level; T3 Ash – remove crown to a height of 3m above ground level. Land rear of 4 Market Place, Week St Mary.
- 8b. **Decisions**
PA24/09167 – Construction of a dwelling without compliance of condition 2 of decision notice PA20/08994 dated 16.06.2021. Land west of The Old Orchard Inn, Week St Mary. **APPROVED**

PA24/05722 – Change of use of land to form part of garden and construction of summerhouse. Lambley Park, Week St Mary. **APPROVED**

PA24/07116 – Proposed conversion of barn to dwellinghouse. Hawthorns, Steel Hill House, Stewarts Road, Week St Mary. **APPROVED**

PA24/06063 – Listed Building Consent for works comprising installation of land drainage; lining of chimney; installation of multi-fuel stove. The College, Week St Mary. **APPROVED**

PA24/01298/PRE – Request for a Tree Preservation Order to protect Copper Beech. Kilbroney, Week St Mary. **CLOSED – ADVICE GIVEN**

8c. Planning - to note

PA24/01440/PREAPP – Pre-application advice for the conversion of the existing single storey farm building into a detached two or three-bedroom dwelling. Land west of Canfield, Week St Mary.

PA25/00199 – Non Material Amendment (1) to application number PA22/05827 dated 15/09.2022 for new custom build house (re-submission of PA21/08972), namely, to change the surface water drainage disposal, which currently has planning to go into a soak away, and change it to go into the public sewer. Land south of The Coach House, Week St Mary.

9. Portfolio Reports:

- **Playground**
- **Highways, Footpaths & Greens**

10. Correspondence including (all relevant emails forwarded):

Cornwall Council Town and Parish Council newsletter; Cornwall Interim Policy Position statement; Cornwall Council affordable housing newsletter.

11. Community Infrastructure Levy and Community Benefit Fund applications

None.

12. Agenda items

1. South West Water
To welcome a representative from SWW to talk about issues in the village.
2. Emergency plan
To update the Emergency Plan.
3. Football club lease
To discuss the lease.
4. Playing field agreement
To sign the agreement with the football club regarding the top playing field.
5. Week St Mary Parish Council website and emails
To decide on a provider.
6. Playing field lower area
To discuss the lower area of the playing field.
7. Councillor resignation
To note the resignation of Cllr Trevor Hamlyn.
8. Footpath update
To receive an update on the footpath project.
9. Speeding
To receive an update on seeding in the parish.

13. Accounts

Balances January 28, 2025

- Current account £ 3,499.67
- Reserve account £21,791.88
- Community Benefit Fund £ 5,453.54

13a.	To approve accounts for payment including:	
	Suzanne Cochrane – Salary January (inc HMRC PAYE)	As per contract
	Cornwall Pension Fund (January)	As per contract
	Suzanne Cochrane – mileage	£ 32.40
	Jamie Sachs – toilets	£120.00
	EDF Energy – toilets	£ 20.00
	EDF Energy – playing field	£ 20.75
	Suzanne Cochrane – office shredder (part payment ¼)	£ 8.25
	Harley Friend – works to Back Lane (December)	£ 51.00
	Trevor Hamlyn – petrol	£ 30.39
	Pennon Water – playing field	£ 37.11
13b	To note income	
	Reserve account interest (January)	£ TBC
	CB Fund interest (January)	£ TBC
	HMRC VAT	£1,496.31
14.	Items for March 6, 2025 meeting	