

Week St Mary Parish Council

February 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, March 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, February 6, 2025
7. **To approve the minutes of:**
Ordinary meeting Thursday, January 2, 2025
8. **To receive clerk's report on matters arising**
9. **Planning**
Any late applications received will be discussed under this section
- 9a. **To discuss and make a consultee comment on application:**
None.
- 9b. **Decisions**
PA24/01440/PRE – Pre application advice for the conversion of the existing single storey farm building into a detached two or three bedroomed dwelling. Land west of Canfield, Week St Mary. **CLOSED – ADVICE GIVEN**

PA25/00163 – Works to trees within a Conservation Area (TCA) – Mature Sycamore, full removal. Highmeadows, Week St Mary **DECIDED NOT TO MAKE A TPO**

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 **DECIDED NOT TO MAKE A TPO**
- 9c. **Planning - to note**
None.
10. **Portfolio Reports:**
 - **Playground**

- **Highways, Footpaths & Greens**

11. Correspondence including (all relevant emails forwarded):
North Cornwall Area Partnership rescheduled meeting details; road closure intention – Week Green to Highmoor (March 19 from 8.30am to 3.30pm).

12. Community Infrastructure Levy and Community Benefit Fund applications
None.

13. Agenda items

1. Defibrillator
To discuss what happens to the original defibrillator when the contract ends.
2. Council property
To authorise the clerk to check and register the council's property (if not already done).
3. Football club lease
To discuss the lease.
4. Housing and Economic Land Availability Assessment
To receive correspondence regarding the HELAA and discuss providing a response.
5. Community Benefit money
To receive information from CALC and to discuss.
6. Elections
To receive information about the upcoming election.
7. Footpath
To receive update on the footpath project.
8. Speeding
To receive any updates.

14. Accounts

Balances February 27, 2025

- Current account £ 2,138.31
- Reserve account £21,816.45
- Community Benefit Fund £ 5,459.69

14a. To approve accounts for payment including:

Suzanne Cochrane – Salary February (inc HMRC PAYE)	As per contract
Cornwall Pension Fund (February)	As per contract
Suzanne Cochrane – mileage	£ 32.40
Jamie Sachs – toilets	£ 120.00
EDF Energy – playing field electricity	£ 21.12
EDF Energy – toilets electricity	£ 20.00
Pennon Water – toilets	£ 114.46
S Cochrane – solar security light for toilets	£ 18.22
WSM Parish Hall (1/4 payments)	£ 500.00
WSM Community Shop – toilet rolls/cleaning items	£ 54.35
Harley Friend – Back Lane (February)	£ 59.50
Trevor Hamlyn – no fly tipping signs	£ 14.22
Week St Mary Chapel – hall hire (Apr 24 to Mar 25)	£ 216.00
Westernweb – website and emails	£ 392.40

14b To note income

Reserve account interest (February)	£ TBC
CB Fund interest (February)	£ TBC

15. Items for April 3, 2025 meeting