

Week St Mary Parish Council Minutes – Thursday, March 6, 2025

1. **Public question time** (15 minutes allowed for this – on matters on the agenda only)
None. 25/49
2. **To receive County Councillor Nicky Chopak's report on matters arising**
No report. 25/50
3. **To note councillors present**
Cllrs C Slade (chair); I Richardson (vice chair); M Johns; L Stevens; R Shipton; S Peters and S May. Also in attendance: S Cleave, clerk and two members of the public. 25/51
4. **To receive apologies for absence with reasons**
Cllr Gubbin – working; Cllr Bolt – working. Cllr Chopak. 25/51
5. **To receive Declarations of Interest and approve Dispensations**
None. 25/52
6. **To approve the minutes of:**
Councillors approved the minutes of the Ordinary meeting held on Thursday, February 6, 2025
Proposed: S May Seconded: M Johns Votes: Five in favour, two abstentions 25/53
7. **To approve the minutes of:**
Councillors approved the minutes of the Ordinary meeting held on Thursday, January 2, 2025
Proposed: I Richardson Seconded: M Johns Votes: Five in favour, two abstentions 25/54
8. **To receive clerk's report on matters arising**
The clerk's report was noted. She informed councillors of a planning liaison meeting, due to be held later in the month. 25/55
9. **Planning**
Any late applications received will be discussed under this section
- 9a. **To discuss and make a consultee comment on application:**
PA25/00928 – Listed Building Consent for repair and maintenance of five existing timber windows and timber front door to street facing west elevation. New College, Week St Mary.
Councillors proposed no objection to the plans.
Proposed: I Richardson Seconded: S May Votes: Unanimous 25/56
- 9b. **Decisions**
The following decisions were noted:
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**

PA25/00895 – Works to trees within a Conservation Area. The Willows, Week St Mary
DECIDED NOT TO MAKE A TPO

PA25/00308 – Works to trees within a Conservation Area (TCA) – Land rear of 4 Market Place, Week St Mary
DECIDED NOT TO MAKE A TPO 25/57

9c. Planning - to note

None. **25/58**

10. Portfolio Reports:

• **Playground**

The new bin has been kicked in. Trevor is trying to sort. Cllr Slade said there were still a few outstanding issues for the football club to sort – the fence and the goals near the hedge that are rusty and need taking away. There were also rusty nails showing. Cllr Slade raised concerns over the security of the bottom field. Paddy Fay (football club) said he would look into this. Cllr Slade reiterated that no mowers should be driven over the top field. She also asked that risk assessments are carried out for all matches, and the clerk is notified of any matches due to be played on the top field. **25/59**

• **Highways, Footpaths & Greens**

No report. **25/60**

11. Correspondence including (all relevant emails forwarded):

The following correspondence was noted: North Cornwall Area Partnership rescheduled meeting details; road closure – Week Green to Highmoor **25/61**

12. Community Infrastructure Levy and Community Benefit Fund applications

None. **25/62**

13. Agenda items

1. Defibrillator

Cllr Slade said the parish hall would be happy to have the old defibrillator if the parish council pays for the pads and battery when needed. A couple of councillors did not see the benefit of having two. It was proposed that SWAST takes the old equipment back.

Proposed: S May Seconded: I Richardson Votes: Four in favour, three abstentions 25/63

2. Council property

Councillors authorised the clerk to check that all council property is registered.

Proposed: S May Seconded: I Richardson Votes: Unanimous 25/64

3. Football club lease

The clerk told councillors she was advised by CALC to go through a solicitor to draw up a lease. Councillors felt that as it was just operational and did not have any financial or legal consequences, that it could be drawn up and signed in house. The clerk will write the lease with the suggested revisions, and forward to councillors, before bringing it back to the April meeting to be signed by both parties.

Paddy asked if the football club had permission to do maintenance work on the drainage issues, and the council agree. Paddy was asked not to undo any work that had been carried out by the parish council and to leave the area tidy.

Proposed: S May Seconded: S Peters Votes: Unanimous 25/65

4. Housing and Economic Land Availability Assessment
Councillors looked at the information and noted that the vast majority of land identified lay in Whitstone parish, which did not have access to from Week St Mary. It was agreed to identify the Treetops site as potential land.

Proposed: S May Seconded: M Johns Votes: Unanimous 25/66

5. Community Benefit money
The clerk shared information and guidance from CALC following a meeting at North Tamerton Parish Council. Councillors noted the information and are happy to continue as they have been. 25/67

6. Elections
Councillors noted the information about the forthcoming elections. 25/68

7. Footpath
Information about grant applications was noted. 25/69

8. Speeding
No update. It is hoped the equipment will be provided in May. 25/70

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)	£ 20.92
CB Fund interest (February)	£ 5.24

Councillors approved the payments and accounts.

Proposed: R Shipton Seconded: S May Votes: Unanimous 25/71

15. Items for April 3, 2025 meeting

Annual meeting reports.

The meeting closed at 8.35pm.