

# Week St. Mary Parish Council

30<sup>th</sup> April 2020

I hereby give notice that the Annual Meeting of the Week St. Mary Parish Council will be held via Zoom on **Thursday 7<sup>th</sup> May at 7.30pm**. ~~Documents can be viewed from 7.15pm~~

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,

*Beth Sachs*

Beth Sachs  
Clerk

## Agenda

~~1. Public question time (15 minutes allowed for this)~~

**1a. To receive County Councillor's report on Matter's Arising**

**2. Election of Chairman, Vice-Chairman & to Elect committee & members to outside bodies**

Chair to sign Declaration of Office

**3. To Note Councillors present**

**4. To Receive Apologies for absence with reasons**

**5. To Receive Declarations of Interest & Approve Dispensations**

**6. To Approve the Minutes of:**

Ordinary Meeting Thursday 2<sup>nd</sup> April 2020

**7. To Receive Clerk's report on Matter's Arising:**

COVID-19 update

**8. Planning**

Any late applications received will be discussed under this section

**8a. To discuss and make a Consultee comment on Application:**

**8b. Decisions**

PA20/01070 | Works to trees in a TPO, namely lateral reduction to the crowns of T11 and T13 by no more than 3m over the adjoining property, Felling of T3, removal of lowest major limb extending over the adjacent garden to T4, felling of Leyland Cypress T3, replanting of one Ginkgo biloba. | The Rectory The Glebe Week St Mary Holsworthy EX22 6UY. APPROVED WITH CONDITIONS

PA20/02221 | Proposed conversion and extension of garage to create additional habitable accommodation; and front extension to create an enclosed porch | Green Lyn Week St Mary Holsworthy Cornwall EX22 6UN. APPROVED

**9. Portfolio Reports:**

**Public Transport -**

**Community Policing -**

**Playground -**

**Highways, Footpaths & Greens -**

**Adult Social Care -**

**BAN -**

**Neighbourhood Plan -**

**10. Correspondence**

**11. Agenda Items**

1. To **sign** Exemption Certificate for External Audit 2019/20
2. To **prepare and review** the Annual Governance Statement and **resolve to approve** it (Annual Governance and Accountability Return 2019/20).
3. To **consider** and **resolve to approve** (to be signed and dated by the Chairman) the Accounting Statements (Annual Governance Statement and Accountability Return 2019/20)
4. To **resolve** to appoint internal auditor

**12. Accounts**

**Balances 30th April 2020**

|                 |   |      |
|-----------------|---|------|
| Current Account | £ | tbc  |
| Reserve Account | £ | 0.69 |
| Monmouth BS     | £ | tbc  |

**12a. To approve Accounts for Payment**

|             |                         |     |         |
|-------------|-------------------------|-----|---------|
| Beth Sachs  | Clerk Wages and Mileage | Chq | £156.95 |
| J Retallick | Playing Field Verges    | Chq | £98.00  |
| Jeremy Ward | Mail Out                | Chq | £206.48 |
| Came & Co   | Insurance               | Chq | £tbc    |

**12b To note Income**

Precept – amount tbc

**13. Items for June's Agenda.**