

# Week St. Mary Parish Council

27<sup>th</sup> August 2020

I hereby give notice that a meeting of the Week St. Mary Parish Council will be held by means of an online virtual meeting (on Zoom) on Thursday 3<sup>rd</sup> September **at 7:30pm.**

**Members of the public wishing to virtually attend the meeting, should email the clerk to request access [wsmclerk@gmail.com](mailto:wsmclerk@gmail.com).**

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. **To Note Councillors present**
3. **To Receive Apologies for absence with reasons**
4. **To Receive Declarations of Interest & Approve Dispensations**
5. **To Approve the Minutes of:**  
Ordinary Meeting Thursday July 2<sup>nd</sup> 2020
6. **To Receive Clerk's report on Matter's Arising:**  
Small business grants application  
Correspondence relating to tree's at The Rectory  
Planning application PA20/02787 land west of Canfield
7. **Planning**  
Any late applications received will be discussed under this section
  - 7a. **To discuss and make a Consultee comment on Application:**  
None
  - 7b. **Decisions**  
None
8. **Portfolio Reports:**  
**Public Transport -**  
**Community Policing -**  
**Playground –**  
**Highways, Footpaths & Greens -**  
**Adult Social Care –**  
**BAN –**

## 9. Correspondence including (all relevant emails forwarded):

CALC Newsletter  
Covid-19 updates from Cornwall Council  
Email regarding tree's at The Rectory

## 10. Agenda Items

1. To **resolve to adopt** the following policies (previously circulated)

Financial Regulations  
Risk Assessment Policy  
FOI Policy  
Complaints handling  
GDPR  
Privacy Notice  
Recording Policy  
Social media Policy

2. To **discuss** and **resolve** to approve the budget 21/22

3. To **sign** Clerks Pension Form

## 11. Accounts

### Balances 1<sup>st</sup> September 2020

Current Account	£ tbc
Reserve Account	£0.69

### 11a. To approve Accounts for Payment including:

Chadds	Sanitiser Gel	Chq	£66.00*
Clerk	Wages (Jul + Aug)	Chq	£487.02
Clerk Pension (as agreed October 2019)	Virgin Money Pension	Chq	£25.12
HMRC	Tax Q2	Chq	£179.60
Parish Hall	Donation	Chq	£250.00
Football Club	Grass Cutting	Chq	£375.00
Booker Farm Services	Paper for Magazine	Chq	£255.36
Jeremy Ward	Expenses for gel dispenser	Chq	£71.99*

### 11b To note Income

Tbc on 1<sup>st</sup> September 2020

## 12. Items for October

Budget 2021-22

**The next meeting of Week St Mary Parish Council will take place on Thursday 1<sup>st</sup> October 2020**