

# Week St. Mary Parish Council

Minutes for the Ordinary Meeting  
Thursday 4<sup>th</sup> June 2020

~~All meetings are open to the press and public unless the Council decides otherwise~~

Due to COVID-19 the meeting was conducted via zoom.

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

1a. **To receive County Councillor's report on Matter's Arising**  
CCllr Chopak was unable to attend.

2. **The Opening, Councillors present**

The Meeting was opened by the Chair Cllr Ward at 1930, with 7 Councillors present; Cllr Slade, Cllr Peters, Cllr Smith, Cllr Cluney, Cllr May, Cllr Johns and Cllr Pearce Beth Sachs – Clerk

3. **To receive Apologies for absence with reasons**  
Cllr Smeeth - business

4. **To receive Declarations of Interest & Approve Dispensations**  
None

5. **To receive and approve the Minutes of:**

It was **resolved** to approve the minutes of the meeting held on Thursday 7<sup>th</sup> May 2020.

**Proposed: Cllr Slade    Seconded: Cllr Smith                      unan                      20/014**

6. **To receive Clerk's report on Matter's Arising:**

Internet Banking forms have been submitted. Update 24/6/2020 – internet banking has been successfully set up.

Laptop – the Clerk advised the PC laptop was very slow. Cllrs favoured purchasing a new laptop. The Clerk will obtain quotes for the next meeting.

Village Planters in the Square – Cllrs extended their thanks to Trevor Hamlyn for making and planting them.

7. **Planning**

Any late applications received will be discussed under this section

7a. **To discuss and make a Consultee comment on Application:**

PA20/03464 | Replace wood double glazing with UPVC on windows and french doors in rear facing sunroom | Hartham Lodge Week St Mary Holsworthy Cornwall EX22 6XJ

Cllrs resolved to make no objection.

**Proposed: Cllr May    Seconded: Cllr Pearce                      unan                      20/015**

## 7b. Decisions

PA20/02184 | Alterations to the external appearance of an existing barn (benefiting from approval under Class Q for residential conversion) and change of use of land to create additional garden area. | Land East Of Brendon Cottages Boyton Launceston Cornwall. **APPROVED with conditions**

## 8.Portfolio Reports:

**Public Transport** – Cllr Pearce gave an update on the public transport situation in the village. Timetable information can be found in the magazine.

**Community Policing** – Cllr Pearce gave an update about anti social behaviour issues at Summerleaze Beach in Bude.

**Playground** – Nothing to report.

**Highways, Footpaths & Greens** – A PROW has been blocked off at Oddmill due to residents self isolating. The Clerk will monitor the situation and report to Cornwall Council if necessary.

**Adult Social Care** – Nothing to report.

**BAN** – Nothing to report.

## 9. Correspondence

CALC Newsletter

Monmouthshire Building Society letter confirming Clerk is now a signatory

## 10. Agenda Items

1. To **resolve** to change the Natwest Bank Mandate as follows;

- The Signing Rules in the current mandate, for the accounts detailed in section 1.3, be replaced in accordance with section Account Signing Rules.
- The Authorised Signatories in the current mandate, for the accounts detailed in section 1.3, be changed in accordance with section Authorised Signatories.

**Proposed: Cllr May      Seconded: Cllr Pearce      unan      20/016**

2. To **resolve** to agree text in revised Standing Orders (May 2020).  
Cllrs resolved to agree text in revised Standing Orders.

**Proposed: Cllr Pearce      Seconded: Cllr Johns      unan      20/017**

3. To **resolve** to approve supplementary Standing Order (circulated via email) on virtual meetings.

Cllrs resolved to approve supplementary Standing Order.

**Proposed: Cllr Smith      Seconded: Cllr Pearce      unan      20/018**

4. To **resolve** to revise Financial Regulations in line with newly published recommendations from NALC

Cllrs resolved to allow the Clerk to revise the Financial Regulations.

**Proposed: Cllr Johns      Seconded: Cllr Slade      unan      20/019**

\*Cllr May left the meeting at 20:00pm

\*Cllr Smeeth arrived at 20:15pm

## 11. Accounts

### Balances 31<sup>st</sup> May 2020

Current Account	£ 37,752.32
Reserve Account	£0.69
Monmouthshire	£7,639.73

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

Clerk	Wages & mileage	Chq	£166.17
HMRC	Tax	Chq	£121.00

WSM Parish Hall	Donation	Chq	£250.00
Sarah Wicket	Internal Audit	Chq	£40.00

**11b To note Income**

VAT reclaim £250.00

**Proposed: Cllr Johns    Seconded: Cllr Slade                      unan                      20/020**

**12. Items for July**

**The Meeting closed at 20:23**

**The date of the next Ordinary Meeting will be on Thursday 2<sup>nd</sup> July 2020**

DRAFT