

# WEEK ST MARY PARISH COUNCIL

The Annual Parish Council meeting took place on Monday 20<sup>th</sup> May 2013 at 7.30pm. 8 councillors the Clerk and Cornwall Councillor N Chopak were present.

Mr L Davies welcomed everyone to the meeting and thanked all the councillors for their support and wished them well for their new terms' of office.

ELECTION OF CHAIR AND VICE-CHAIR - Mr J Ward elected as Chair; Mr P Sachs elected as Vice-Chair.

On behalf of the council, Mr J Ward thanked Mr L Davies for all his work during his chairmanship years and welcomed new parish councillors Messrs P Coulson and S May and new CC Ward member Mrs N Chopak

Declarations of Interest were noted and Councillors' Register of Interests were updated.

## PLANNING – Decision Notices

1. PA13/01947 - Extension to dwelling (revised scheme). Maycott Week St Mary. : Mr & Mrs A Jones. APPROVED
2. PA13/02575- Removal of group of 6 Sycamore trees (T1,T2,T3,T4,T5 and T6) and removal of 1 individual sycamore tree. The Tudor House Week St Mary. Mr Stephen Smith. No TPO (TCA apps)
3. PA13/02735 - Application for Prior Notification for the construction of an agricultural storage building. Kitleigh Cottage Stewarts Road Week St Mary. : Mr Andrew Martyn Prior approval not req'd (AF/TEL/DEM).

## PLANNING APPLICATIONS

1. PA13/03479 - Erection of a 2no. storey extension Stapleton Whitstone. Mr & Mrs Steve Rowland. Following examination of the plans and the short discussion, the recommendation was no comment.

COUNTY COUNCILLOR Mrs N Chopak gave a short resume of her role leading up to becoming a councillor for the Poundstock Ward and an update on Cornwall Council following the elections. Cllr Chopak confirmed she will try to attend as many parish council meetings as possible and there was a short discussion during which she answered questions and offered to follow up on some enquiries and suggestions.

COUNCILLORS' RESPONSIBILITIES the following were agreed: Mrs M Smith Public Conveniences, Parish Office and Liaison with Jacobstow Primary School. Mr W Pearce - Public Transport Representative; Mr P Sachs - Playing Field and Football Field; Mr I Barriball – Highways and Streetlights; Mr P Coulson Finance and Community Policing; P Dorren (on behalf of the parish council) Public Footpaths.

FOOTBALL FIELD LEASE & TIPPING LICENSE PLANNING APPLICATION - A meeting with a representative from the parish council the football committee and the solicitor has taken place and the amended draft lease has been sent for the final check. The football committee have revised their plans for tipping for a scheme which will be less invasive.

STANDING ORDERS - NALC recommended standing orders (2011 with the 2013 recommendation amendments) had been circulated. It was agreed to defer to June.

## AN INDEPENDENT, CONFIDENTIAL ADVICE GROUP FOR PEOPLE EXPERIENCING STRESS OR WORRIES ABOUT RENEWABLE ENERGY

PROPOSALS IN WEEK ST MARY was discussed and it was suggested that the pressure placed on the listener can be great and that they themselves may become stressed. Following a suggestion that someone from outside the parish who is not involved and completely independent may be a better option. Cllr N Chopak offered to make enquiries.

PROPOSAL TO CHANGE THE PARISH COUNCIL MEETING DATES - It was agreed to hold the meetings on the 2<sup>nd</sup> Thursday monthly at 7.30pm.

REPORTS FROM VILLAGE ORGANISATIONS: Thanks were extended to Messrs J Sachs and S Smith for their work trimming hedges, cutting banks and strimming in and around the playing field and play area. The sheep grazing in Poor Man's Piece have been breaking out and although the land does not belong to the parish councillors they were asked to think of solutions for the best way to manage the area.

CORRESPONDENCE - in addition to the list on the agenda, items dealt with included: letters and emails from CC relating to Introduction to Planning training and budget decisions and re-structuring; Local Audit and Accountability Bill and a poster from Bude Canal & Harbour Society about their annual coach trip.

FINANCE - Cheques were raised for the following: BT Line Rental, CC for photocopying; CC Renewal of Small Society License Fee; JA & MC ~Roberts toilet consumables.

FINANCIAL REGULATIONS were approved and adopted.

INSURANCE RENEWAL. Quotes were compared and it was agreed to make some amendments to the cover.

REVIEW ASSETS REGISTER. Some adjustments were made to the value of some assets and a risk assessment was considered for some items.

ANNUAL AUDIT RETURN –The Internal Auditor has finalised her undertaking and signed her approval; copies of the annual return, receipts and payments, income and expenditure, supporting notes and bank reconciliation had been circulated and the finance and governance schedules were approved by the council.

TENDERS were approved for cutting the Village greens and Football Field respectively. The tender for toilet cleaning is awaited.

PARISH COUNCIL GRANTS will be discussed at the June meeting

PARISH OFFICE & PUBLIC TOILETS – the PIR light sensors have been adjusted, the leaking cistern has been mended and the glass on the toilet door has been replaced.

PLAYING FIELD & SKATEBOARD PARK –Quotes have been received for a play area safety check and for a post installation safety check for the skatepark park.

FOOTPATHS - Details of the partnership scheme have been forwarded to the footpath co-ordinator and liaison is underway with a contractor.

HIGHWAYS – Reports were received of bad potholes from Greenamoor to the main road and Cllr N Chopak will contact CORMAC.

COUNCILLOR VACANCIES – CO-OPTION - There are vacancies for 2 parish councillors. CC have advised that the vacancies must be advertised and filled by 24.06.13.

DATE OF NEXT MEETING Parish Council Meeting Thursday 13<sup>th</sup> June 2013 at 7.30pm in the Parish Hall

*Bobbie Heathcote*