

Week St. Mary Parish Council

Minutes for the Ordinary Meeting
Thursday 9th March 2017

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

1. To Note Councillors present

The Meeting was opened by Cllr Smith at 1930, with 6 Councillors present; Cllrs Ward, Harris, May, Slade, Johns, Colwill, County Cllr Chopak. Kate Denton – Clerk

2. To Receive Apologies for absence with reasons

Cllr Cluney – personal, Cllr Pearce - unwell, Cllr Hannaford - business
It was **resolved** to accept the apologies

Proposed Cllr Smith Agreed unanimously

17/009

3. To Receive Declarations of Interest & Approve Dispensations

Cllr May Agenda item 7, Planning PA17/01693 Non-registerable - to leave room
Cllrs Johns, Slade and Ward - Agenda item 10.2, Methodist Chapel Pecuniary – to leave room
Cllr Smith Agenda item 10.2, Football Club and Church Pecuniary – to leave room

4. Public question time (15 minutes allowed for this)

Len Davies attended regarding support for an interest-free loan in relation to repairs to a Parish Hall window. The lintel is no longer weight bearing. Funds are urgently required for this work and it can't wait for grant application to be approved. Trustees are concerned as they are responsible if anyone were to be hurt. Cllr Smith suggested supporting the wall using accros and Mr Davies agreed this could work but said that the window needs to come out and the hole be bricked up. He estimated the cost would be £1200 - £1500. The loan would be paid back at £500 every 6 months.

Cllr Chopak suggested sourcing free decorating products and building products to reduce costs and free up funds. Cllr May suggested asking local builders for help.

Cllr Smith asked if there were any long-term plans for the Parish Hall and Mr Davies said that an enquiry had been made regarding lottery funding which may be forthcoming for a new building in the future but not repairs for the existing one. Other grants for repairs had been applied for.

4a. To receive County Councillor's report on Matter's Arising

Recycling – plastic packaging recycling will be rolled out between now and Christmas. This type of plastic can be put out with the current plastic bottle recycling.

Adult Social Care – there will be a public meeting on Weds 15th March at Holsworthy and there has been a wave of support encouraging Cornwall to concentrate on care in Cornwall to avoid a similar situation to that in Devon. Cllr Smith will send a letter to Cornwall County Council regarding the local situation.

Library – there is an issue at Bude library and they are one of a few (Callington, Padstow, Par, Fowey, Bude) who have not yet negotiated. Other libraries had already been passed over to the Town Councils who have taken over the cost of buildings, running the libraries and staff. Books are supplied by the Library Service.

5. To Approve the Minutes of:

It was **resolved** to approve the minutes of Ordinary Meeting Thursday 2nd February 2017

Proposed: Cllr Slade

Approved unanimously

17/010

6. To Receive Clerk's report on Matter's Arising:

Previous Clerk, Esther Greig had included her report within the Agenda for this meeting.

7. Planning

Any late applications received will be discussed under this section

7a. To discuss and make a Consultee comment on Application: PA17/01693 Location Land West of Damar Cottage, Mrs M A Dennis. Reserved Matters application for the appearance, layout, landscaping and scale of proposed dwelling. The outline planning application was not an environment impact assessment application.

Following discussion relating to the above, it was **resolved** that there were no objections to the application.

Proposed: Cllr Smith

Approved unanimously

7b. Approvals

PA16/11045. The Old Orchard Inn. Mr Jason Orchard. Change of use of public house (formerly the Green Inn) to a single dwelling.

PA16/09696. Week Orchard, Road from Sharlands Road to Waxhill, Marhamchurch. Mrs L Trewin. Proposed permanent agricultural workers dwelling.

For information

EN16/01900. Removal of Cornish Hedge and creation of a track. Investigated, case closed. Cornwall Council – Local Plan strategic policies 2010-2030.

8. Portfolio Reports:

Public Transport - none

Community Policing - none

Playground - some issues still but nothing urgent. The equipment is very old and grants to replace it will be looked into.

Highways, Footpaths & Greens – Cllr Cluney had reported the pothole. Cllr May had been asked by a member of the public about a large puddle on the corner at Goscott which is causing drivers to take the corner wide. Concern that this may cause an accident. County Cllr Chopak will contact Highways. Cllr Slade asked if Jamie is still under contract to do the greens and this needs to be checked. County Cllr Chopak stated that there is an issue with footpaths at Lower Westcott Farm as signs have been put up. Chris Monk is looking into this and Cllr Chopak will ask him to contact Cllr May who is familiar with this area. Discussion regarding Box Tree Cottage because of parking, damage to the green and damage to the cobbles from building works. Parking blocks access to the church. Cllr Smith will write a letter to the owner of Box Tree Cottage.

Adult Social Care – none

BAN – meeting put back to June

Neighbourhood Plan – six out of seven parishes are in the early stages of developing this. There is a joint workshop on either 24th or 27th March at Marhamchurch to be used as a brainstorming session.

Toilets - none

9. Correspondence

1. An invitation had been received to attend the planting of a celebration tree on 1st April at 1030. Please contact Cllr Smith if you will be attending so that she can pass on numbers for catering purposes.
2. There will be an official opening of the village shop on 8th April at 1030 and it is requested that as many Cllrs as possible attend this.

10. Agenda Items

1. It was **resolved** to appoint Kate Denton as the new Clerk at salary point 22 within the part-time Clerk Hourly Rates as set out in the 2016-2018 National Agreement on Salaries and Conditions of Service of Local Council Clerks in England and Wales.
Proposed: Cllr Smith and agreed unanimously **17/011**
2. a) Grant application received from WSM Methodist Church in the sum of £350 for electrical services. Discussed and **resolved** to accept.
Proposed: Cllr Smith and agreed unanimously **17/012**
b) Grant application received from the Football Club in the sum of £400 to improve drainage. Discussed and resolved to accept.
Proposed: Cllr Wade and agreed unanimously **17/013**
c) Grant application received from the Parish Hall in the sum of £1500 for repairs to window. Discussed and **resolved** to request 2 years worth of inspected accounts as per the rules of the grant scheme and 3 estimates for the work. Consideration will be given to the grant once this information is received
Proposed: Cllr Smith and agreed unanimously **17/014**
d) Grant application received from PCC for replacement boiler for the church. £3260 has already been raised and grants have been applied for. Discussed and **resolved** to request 2 years worth of inspected accounts as per the rules of the grant scheme and a total of 3 estimates for the work. Following receipt of this information, a grant of £2500 can be made.
Proposed: Cllr Ward and agreed unanimously **17/015**
3. Request from the Parish Hall for an interest free loan of £2000 was discussed. Community Benefit rules do not allow for funds to be loaned. It was **resolved** to inform the Trustees of this and wait for accounts and estimates to be presented in relation to the grant application
4. The date for the next Defibrillator training will be Thursday 27th April subject to the availability of Peter Juniper. This date will be put in the parish magazine and put on the agenda of the Annual Meeting on 23rd March. Cllr Smith will contact Peter.
5. Review of the emergency plan put back to another month.
6. Finalising the APM agenda – the Clerk to request reports and email copy of 2016 agenda to Cllr Smith. The shop will be invited to give a 15 minute presentation. Once the Annual meeting has been declared closed, the Parish Hall will be able to close their accounts and elect the new committee.
7. It was resolved to accept the terms and conditions of the LDF grant. Letter to be signed.
Proposed: Cllr Smith and agreed unanimously **17/016**
8. It was resolved to invite Tenders for the weed spraying on village highways and therefore the Cormac agreement was not signed. Invitation to tender to be published in the next parish magazine.
Proposed: Cllr Smith and agreed unanimously **17/017**

11. Accounts

Balances 28th February 2017

Current Account	£13,230.14
Reserve Account	£ 0.69
Monmouth BS	£ 7,500.51

1. It was **resolved** to send the new Clerk on WWYC course provided by CALC
Proposed: Cllr Smith and agreed unanimously **17/018**
2. It was **resolved** to amend the banking mandate – to remove Esther Greig and add Kate Denton. Mandate signed.
Proposed: Cllr Smith and agreed unanimously **17/019**

11b. To approve Accounts for Payment

Esther Greig	Clerk Wages	001431	£186.16
Esther Greig	Clerk Mileage	001431	£12.15
J Sachs	Toilet Cleaning Feb/Mar	001432	£150
Mark Slade	Repairs to play equipment	001433	£340
St Gennys Parish Council	Office hire & supplies	001434	£82.63
Esther Greig	Pension payment	001435	£48.01
CALC	WWYC Training course	001436	£150
BT	Parish Office	DD	£50.40

It was **resolved** to approve Accounts for Payment

Proposed: Cllr Smith and agreed unanimously **17/020**

12. Items for Next Agenda.

To **discuss** disconnecting the BT broadband/phone line from the Parish Office and the connection to the Methodist Hall

To **review** emergency plan

The Meeting closed at 9.45 pm.