

# Week St. Mary Parish Council

## Minutes for the Ordinary Meeting Thursday 4<sup>th</sup> April

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

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 Cllr Ward at 1930, with 6 Councillors present; Cllr Smith, Cllr Pearce, Cllr May, Cllr Slade, Cllr Johns, Cllr Cluney. Beth Sachs – Clerk

### 3. **To receive Apologies for absence with reasons**

Cllr Harris (personal)  
Cllr Stephens (work)

It was **resolved** to accept the apologies

**Proposed: Cllr Smith Seconded: Cllr Slade**                      **unan**                      **19/001**

### 4. **To receive Declarations of Interest & Approve Dispensations**

Cllr Smith declared an interest in Agenda item 10.1

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

It was **resolved** to approve the minutes of the meeting held on Tuesday 12<sup>th</sup> March 2019.

**Proposed: Cllr Slade Seconded: Cllr Johns**                      **unan**                      **19/002**

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

Haydah road surface – reported to CC 15.3.2019 ref W1921365. The road has subsequently been patched.

Light in Public Toilets – reported to Webb Electrical 15.3.2019. They will make the repairs needed as soon as possible and invoice the clerk.

Dangerous Tree's – reported to CC 15.3.2019 ref w1921366. Due to the tree's being on private land Cornwall Council are not able to assist with this matter.

VAT reclaim submission – the Clerk reported that a VAT reclaim had been made for 2018/2019.

Lower Wheatley Community Benefits Agreement Invoice £1367.97. Clerk has sent the invoice for payment.

Community Chest Grant – the Parish Council has been awarded £200 for village gateway improvements, which will be discussed at the next meeting.

May meeting date –due to the elections the May meeting will now be held on Monday 13<sup>th</sup> May.

### 7. **Planning**

Any late applications received will be discussed under this section

#### 7a. **Applications**

**PA19/01556** | Demolition of existing buildings on the site (apart from the bungalow), including chalet bases. Construction of 28 new dwelling units plus a public house, cafe and community room.

Alteration of existing bungalow to form 2 bedroomed dwelling (from 3) plus conversion of part into a garage with variation of conditions 3,4,7,12,13 and 14. | **Former Treetops Holiday Park The Square Week St Mary Holsworthy Cornwall EX22 6UH**

Cllrs discussed the variation of conditions in respect of the demolition of the garage associated with the application. Cllrs agreed with the pre application advice from Cornwall Council and felt no development should commence without a traffic management plan in place (which was a fundamental issue for local residents during the initial planning process). Cllrs also note that condition 4 bullet point 3 should be implemented straight away in order to protect the village green.

**Proposed: Cllr Smith    Seconded: Cllr Slade                      unan                      19/003**

## 7b. Decisions

None

## 8. Portfolio Reports:

**Public Transport** – nothing to report.

**Community Policing** – nothing to report.

**Playground** – Cllr Johns reported that a few minor repairs need carrying out.

**Highways, Footpaths & Greens** – Jamie Sachs has done the first cut of the greens. Ron Jewell is kindly proceeding with the repairs to the village benches. Cllr Johns reported that the give way sign at Greenamoor Cross is faded. Clerk to report the matter to highways.

**Adult Social Care** – nothing to report

**BAN** – The next meeting is on the 8<sup>th</sup> April. Cllr Ward and Cllr Pearce will attend on behalf of Week St Mary Parish Council.

**Neighbourhood Plan** – nothing to report.

## 9. Correspondence

CALC Newsletter

EDF correspondence re meter and Direct Debit rise

Cornwall Council Non Domestic Rates Demand Notice £0

South Western Ambulance Service – clerk to fill in pro forma.

Insurance Renewal Email – the War Memorial will be added to next years policy.

Co-option request email - deferred to the next meeting.

## 10. Agenda Items

1. To **discuss** and **resolve** on Community Benefit and applications received.  
Week St Mary Community Shop £995 grant request to support village Post Office Services.  
Cllrs agreed to support the application. If funding is needed in future years, it will be budgeted in the precept and the Clerk will request notification by September.

**Proposed: Cllr Smith    Seconded: Cllr Slade                      unan                      19/004**

2. To **resolve** to purchase remembrance bench.  
Cllrs resolved to purchase the bench.

**Proposed: Cllr May    Seconded: Cllr Johns                      unan                      19/005**

3. To **discuss** and **adopt** the NJC pay scales for 2019-20 regarding Clerks wages.  
Cllrs resolved to accept the new pay scales.

**Proposed: Cllr Pearce    Seconded: Cllr Cluney                      unan                      19/006**

4. To **discuss** tenders received for cleaning of the war memorial and playground repairs.  
No tenders were received. Cllr Slade to ask Jon Parkin if he would be interested in undertaking the War Memorial clean as he has done previously. Cllr Slade will ask Mark to carry out the repairs to the playground.

**Proposed: Cllr Smith    Seconded: Cllr Cluney                      unan                      19/007**

4. To **resolve** to appoint an internal auditor for tax year 2018/2019.  
The Clerk has arranged an internal auditor to undertake checks on the 18/19 accounts.

**Proposed: Cllr Ward    Seconded: Cllr Pearce                      unan                      19/008**

5. To **resolve** to **adopt** the new NALC Standing Orders with CALC variations (GDPR compliance etc)  
Deferred to a future meeting.

**7. To discuss** Emergency Plan.

Cllr Smith suggested a meeting of the sub group to finalise the draft, which was arranged for Wednesday 17<sup>th</sup> at 7:30pm.

**Proposed: Cllr Ward    Seconded: Cllr Pearce    unan    19/009**

**8. To note** S137 expenditure limit for 2019/20 financial year of £8.12.

Noted by the Cllrs.

**11. Accounts**

**Balances 31<sup>st</sup> March 2019**

Current Account	£ 24,253.70
Reserve Account	£ .69
Monmouth BS	£ 7,584.31
Community Benefit	£ 5308.35

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

Clerk	Wages & mileage	Chq	1605	£171.68
HMRC	Tax Due (balance on acc)	Chq	1606	£53.60
J Sachs	Toilets	Chq	1607	£75.00
MGS	Printer Paper & Stationary	Chq	1608	£45.41
CALC	Subscription	Chq	1609	£289.22
Ron Jewell	Seat repair	Chq	1610	£156.49
David Ogilvie Engineering Ltd (remembrance bench)		Chq	1611	£1299.60
WSM Community Shop	Community Benefit	Chq	1612	£995.00

Cllr Smith and Cllr Pearce signed a mandate for Monmouth Building Society in order to get a new passbook.

**11b To note Income**

£200 Community Chest Grant

**Proposed: Cllr Slade    Seconded: Cllr Johns    unan    19/010**

**13. Items for May Agenda.**

Village gateway improvements  
Co-option  
Methodist Cemetery donation  
Parish Hall donation

**The Meeting closed at 21:15**

**The date of the next Ordinary Meeting will be on Monday 13<sup>th</sup> May 2019**