

Week St. Mary Parish Council

Minutes for the Annual Meeting
Tuesday 3rd May 2022

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

1. Election of Chairman, Vice-Chairman & to Elect committee & members to outside bodies

It was **resolved** to elect Cllr May to Chair

Proposed: Cllr Peters Seconded: Cllr Gubbin unan 22/011
Chair signed acceptance of Office

It was **resolved** to elect Cllr Slade to Vice-Chair

Proposed: Cllr Slade Seconded: Cllr Gubbin unan 22/012

It was **resolved** to elect Portfolio Holders to positions as follows:

Playing Fields: Cllr Johns, Cllr Slade, Cllr Gubbin, Cllr Hamlyn

Finance: Cllr Peters, Cllr Richardson

Highways, Street Lights, Trees: Cllr Hamlyn

Toilets: Clerk

Greens: Cllr Hamlyn

Health/ Adult Social Care: Cllr Wickett

Transport: Cllr Stephens

Policing: Clerk

Parish Office: Clerk

Primary School: Clerk

Planning: Cllr Peters, Cllr Richardson

Footpaths Phil Dorren

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

2 members of the public were present to discuss a notice that has gone up in the Lower Square regarding making the public footpath from Sea View Farm to Greenamoor a restricted byway. Cllr Richardson was able to update the council. The application is to upgrade the public footpath to a restricted byway to enable horses and horse drawn carriages to use the footpath. A consultation will take place, but will not conclude for a few years. The proposal will have to be approved by the Parish Council. The Clerk will contact CC for more information.

2a. To receive County Councillor's report on Matter's Arising

CCllr Chopak was unable to attend.

3. The Opening, Councillors present

The Meeting was opened by the Chair Cllr May at 1930 with 8 Councillors present; Cllr Stephens, Cllr Peters, Cllr Wickett, Cllr Slade, Cllr Johns, Cllr Richardson, Cllr Gubbin, Cllr Hamlyn. Beth Sachs – Clerk

4. To receive Apologies for absence with reasons

None

5. To receive Declarations of Interest & Approve Dispensations

6. To receive and approve the Minutes of:

It was **resolved** to approve the minutes of the meeting held on Thursday 7th April 2021.

Proposed: Cllr Johns Seconded: Cllr Gubbin unan 22/013

7.To receive Clerk’s report on Matter’s Arising:

Back Lane Gate – Chris Monk has asked if Cllrs would prefer a bollard. Cllrs decided to opt for a bollard to allow easier access for wheelchairs.
CALC Training – a training list has been forwarded.
Flower Arrangement for Jubilee – Cllrs finalised plans for the flower arrangement.

8. Planning

Any late applications received will be discussed under this section

8a. Applications

PA22/03529 | Construction of building to cover over existing agricultural yard. Proposed work endorsed to prevent risk of water pollutions from uncovered yards. | Higher Whiteleigh Farm Road From Cherry Cross To Wheatley Road Whitstone Holsworthy Cornwall EX22 6LB
Cllrs resolved to make no comment.

Proposed: Cllr Gubbin Seconded: Cllr May unan 22/014

PA22/03160 | Demolition of existing workshop and construction of a new dwelling. | Land East Of Thinghamscott Week St Mary Holsworthy Cornwall EX22 6XH
Cllrs resolved to make no comment.

Proposed: Cllr Hamlyn Seconded: Cllr Peters unan 22/015

8b. Decisions

PA22/02777 | Proposed conversion and extension of garage to create additional habitable accommodation; and front extension to create an enclosed porch with variation of condition 2 of decision PA20/02221 dated 24.04.2020 | Green Lyn Road From Week Green To Higher Langdon Week St Mary Holsworthy Cornwall EX22 6UN. APPROVED

PA22/02244 | Formation of a new vehicular access to highway, together with formation of a farm access track | Waxhill Week St Mary Holsworthy Cornwall EX22 6XN. APPROVED

9. Portfolio Reports:

Public Transport – Nothing to report.

Community Policing – The red van parked on the road at the top of the village has been reported to the police.

Playground / Playing Field –. Cllr Peters to ask TK Play how much it would cost to erect steps to the slide on the playpark.

Proposed: Cllr Richardson Seconded: Cllr Hamlyn unan 22/016

- Metal has been reported at the bottom playing field – the Clerk will request the football club remove it.
- The arms on one of the benches have rotted out and need replacing.
- Small scale tipping has taken place on the bottom playing field.
- Cllr Peters has submitted a grant application for the area and will hear soon if we have been successful.
- Cllr Gubbin has acquired grass seed.
- Some rails on the fence between the top and bottom field need repairing – the clerk will notify the football club.

Highways, Footpaths & Greens –.Cllr Hamlyn will supply the flowers for the gateway planters. Thanks to Brenda for maintaining the planter on the Wainhouse road. Cllr Slade has had a complaint about a tractor not being able to pass at the top of the village.

Adult Social Care – Nothing to report.

BAN – Nothing to report.

10. Correspondence

Child Poverty Motion from Poundstock PC.
Nick Jessop – Neighbourhood Beat Manager.

11. Agenda Items

1. To **prepare and review** the Annual Governance Statement and **resolve to approve** it (Annual Governance and Accountability Return 2021/22).

Cllrs resolved to approve the Annual Governance Statement.

Proposed: Cllr Peters Seconded: Cllr Richardson **unan** **22/017**

2. To **consider and resolve to approve** (to be signed and dated by the Chairman) the Accounting Statements (Annual Governance Statement and Accountability Return 2021/22).

Cllrs resolved to approve the Accounting Statement.

Proposed: Cllr Peters Seconded: Cllr Wickett **unan** **22/018**

3. Update on Treetops

Cllr Slade gave an update. Residents and Cllrs are getting frustrated by lack of progress on clearing the site. Clerk to liaise with CCllr Chopak.

4. To consider donation for Jubilee Nostalgia evening (request by Jeremy Ward).

The chapel decided to charge a small fee for the event and have withdrawn their request for a donation.

5. To discuss replacement parish notice board.

The Clerk will obtain quotes for a new noticeboard and bring them to the next meeting.

6. To discuss updates to parish council website and magazine.

Cllrs to send photos to the Clerk to put on the website. Updates will be given to David Martin and the magazine editor.

7. To discuss parish council expenses for Jubilee.

Expenses will be paid in July when full costs are known.

8. To discuss wild flower seeding of bottom playing field.

Deferred until after the grass seed has been sown.

12. Accounts

Balances 30th April 2022

Current Account	£23,453.96
Reserve Account	£14,328.03

12a. To approve Accounts for Payment

Beth Sachs	Clerk Wages and Expenses	Chq	£354.56
Beth Sachs	Saplings for Jubilee	Chq	£264.96
Virgin Money	Pension	Chq	£ 30.03
Football Club	Grass Cutting	Chq	£ 375.00
Victoria Mizukami	Internal Audit	Chq	£40.00
Kev Johns	Digger	Chq	£297.00
WSM Chapel	Hall Hire	Chq	£165.00
Arthur J Gallagher	Insurance	Chq	£914.07
S May	Top Soil	Chq	£350.00

12b To note Income

Cllrs proposed to make the payments.

Proposed: Cllr Gubbin

Seconded: Cllr May unan

22/019

13. Items for June Agenda.

HMRC Tax
Treetops
Noticeboard

The Meeting closed at 21:25

The date of the next Ordinary Meeting will be on Wednesday 1st June at 7:30pm.

DRAFT