

# Week St. Mary Parish Council

## Draft minutes from the Ordinary Meeting held on Thursday, September 1

1. **Public question time** (15 minutes allowed for this)  
None. 22/078
  
- 1a. **To receive County Councillor Nicky Chopak's report on matters arising**  
Cllr Chopak said things had been quieter during the August break. There had been emails about health and adult social care. From a Cornwall Council point of view, they are trying to get people home to free up bed space. There is the ongoing debate about a Mayor for Cornwall. The Conservative administration has decided that they don't need to discuss it as elected members, but it will be on the next agenda. Cllr Chopak said people she has spoken to about it are not in favour and are not sure about the benefits it would bring. Cllr Chopak said a waste and recycling representative is to visit Launcells Parish Council and will pass on her details if WSM Parish Council would like to invite her to a meeting. The crematorium plans will be heard at a Strategic meeting at 10am on September 15 in Truro. There are a limited number of speakers, and she advised if the parish council would like to speak, to get in sooner rather than later. Cllr Chopak also gave an update on Treetops (a visit from Environmental Health has taken place) and Back Lane footpath (which she will chase – the council would prefer a gate to a bollard). Cllr Chopak to follow up concerns about a red van, parked continually by a junction and advised the council to discuss highways projects at the October meeting, before the next Network Panel meeting. Cllr Chopak was thanked by Cllr Peters for the funds she gave from her Community Chest towards benches. 22/079
  
2. **To note councillors present**  
Cllrs S May (chair), C Slade (vice chair), S Gubbin, S Peters, T Hamlyn, M Johns, L Stephens and I Richardson. Also present: S Cleave, clerk, four members of the public. 22/080
  
3. **To receive apologies for absence with reasons**  
None received. 22/081
  
4. **To receive Declarations of Interest and approve Dispensations**  
None. 22/082
  
5. **To approve the minutes of the last meeting**  
The minutes of the Ordinary Meeting held on Thursday, August 4, 2022 were approved.  
**Proposed: S May                      Seconded: C Slade                      Votes: Unan** 22/083
  
6. **Agenda item 10.6 was brought forward – football club**  
Mike Caesar-Gordon was in attendance on behalf of Week St Mary Football Club. Cllr May said the council wanted a good relationship with the football club, and going forward better communication between the two. The parish council is in charge of the field, so ultimately liable if an accident or anything took place. The council had an inspection of the playing fields, and a copy of the items relevant to the football club was sent to them, and there is a desire to resolve the outstanding utility bills, but Cllr May said both parties needed to be happy. Mr Caesar-Gordon said the club had not received water or electricity bills for the last four years, but the club is prepared to

pay its way. The club is happy to pay usage but not the standing charge, as it is a parish council facility. He asked to see the bills over the last four years and the club will pay what is due. The clerk to collate bills and forward to Mr Caesar-Gordon. With reference to the inspection, Mr Caesar-Gordon recognised a lot of the points referred to the fencing. The football club is to have a meeting on September 7, and they will try and get a grant from Cornwall Community Fund to replace the fencing, rather than fix it. Mr Caesar-Gordon gave the clerk a copy of the insurance summary but explained when the club affiliates with the FA, they purchase the insurance. The clerk to contact the FA to obtain a copy for the records. Cllr Gubbin said the playing fields sub committee's biggest worry is the large event coming up on September 10 and the scrap pile, and he asked for it to be removed. Cllr Slade asked if the club could put a spare net up in the goal nearest the play equipment, but Mr Caesar-Gordon said the nets should be taken down after a game because it is thought to be a health and safety hazard. Cllr Hamlyn said he recently saw two boys running along the bank, and one fell, and so asked if there could be a sign erected saying no climbing. The council thanked Mr Caesar-Gordon for attending the meeting. 22/084

**7. Agenda item 10.7 was brought forward – Jamie Sachs**

Cllr May thanked Jamie for attending the meeting, and extended thanks for what he does around the parish – often a thankless task, but very much appreciated. It was discussed at the August meeting that prices and costs are going up, so the council invited Jamie along to discuss his situation and costs. Jamie spoke about all areas of his work. Toilets – he receives a lot of hassle, anti-social behaviour, toilet roll everywhere, people going to the toilet on the floor, rubbish behind the toilets, banging the doors etc. He receives £75 a month, so not really worth the hassle, but he said the toilets are used a lot and he is passionate that they are kept open. Spraying – he uses Round-up aquatic herbicide. The cost was £48 for 5 litres (he uses 10 litres) and this has increased to £104 for 5 litres. He gets paid £200 for the spraying, so last time, with the increased cost, he did it for free. It was noted that the map of the areas covered needs updating. Cllr May asked Jamie to go away, recalculate his figures, have a look at updating the map and come back to the next meeting. Cllr May was shocked at the abuse Jamie receives and it was suggested that the council put a piece in the parish magazine informing people of what is happening at the village toilets. The clerk to do this and add to website also. Cllr Slade asked Jamie if he would look at trimming the cherry trees on the green and the leaves on Back Lane. Jamie said it would be good if Back Lane could be looked at properly and tidied up (lots of dog mess there). 22/085

**8. To receive clerk's report on matters arising:**

The clerk's report was noted. This included arranging defibrillator training; writing to the football club and to Jamie Sachs; updating parish council details for CALC; email to Sarah Wickett following her resignation; notified Cornwall Council of resignation and advertised the casual vacancy; spoke to Cllr Chopak re Back Lane. 22/086

**9. Planning**

Any late applications received will be discussed under this section

**7a. To discuss and make a consultee comment on application:**

PA22/07195 – Part single, part two-storey side extension, 22 Ashbury Grove, Week St Mary.

Councillors raised no objection to the plans.

**Proposed: S May**

**Seconded: S Gubbin**

**Votes: Unan 22/087**

PA22/07280 – Loft conversion, 12 Ashbury Grove, Week St Mary. (Late application not on the agenda – Cllr Johns declared an interest and left the room).  
Councillors raised no objection to the plans.

**Proposed: C Slade                      Seconded: T Hamlyn                      Votes: Unan 22/088**

PA22/07796 – Application for outline planning permission with some matters reserved for the construction of four dwellings, namely 'access' only, land west of Ashbury Grove, Week St Mary

This was another late application since the agenda was published. Cllr May said it was a big application and proposed for it to be deferred until the next meeting.

**Proposed: S May                      Seconded: T Hamlyn                      Votes: Unan 22/089**

**7b. Decisions**

None 22/090

**7c. Planning – to note**

PA22/07055 – Prior approval for conversion of agricultural barn to two dwellings, land south of Greenacre, Whitstone, EX22 6LB (Prior approval application), noted by council. 22/091

**8. Portfolio Reports:**

- **Public transport:**

Cllr Stephens reported that schools are going back after the summer break, but the immediate concern is that there are not enough bus drivers 22/092

- **Community policing:**

No report. 22/093

- **Playground:**

No report 22/094

- **Highways, footpaths and greens:**

Cllr Hamlyn gave his report – there was a water leak in the playing field, this was reported and they came to fix it in a couple of days. He reported a street light out at Greenamore Cross road. A member of the public spoke to Cllr Hamlyn about the speed of traffic on that bend. There was water on the hill to the sewerage works, Cllr Hamlyn is waiting for South West Water to get back to him, and they will investigate. If it is not sewerage, they will get the team to check what water it is (if not SWW, they will take it to Highways). He has reported potholes on the Titson to Hannaford Mill road. He found two signs in the village that had been turned in the opposite direction, and righted them. On August 29, he reported that someone had pulled the sign out at Haydah Junction (unsuitable for heavy goods vehicles), the signs were reinstated on the 31st. 22/095

- **Adult Social Care:**

Cllr Chopak touched on this in her report. 22/096

- **BAN:**

No report. 22/097

**9. Correspondence including (all relevant emails forwarded):**

The following correspondence was noted: \*Bude Community Network Meeting information; \* Dementia Friendly Survey; \* Cornwall Council Town

and Parish newsletter; \* Shared Prosperity Fund online teams meeting details. 22/098

## 10. Agenda items

### 1. Email accounts

Cllr Peters gave a few options to the council for email accounts – 1, pay for gov.uk emails; 2, pay for wsmc.co.uk email addresses; or 3, have emails through the Week St Mary website (there are 10 available with the website, four are being used, but you can purchase more). He explained the issue with emails that if there was a Freedom of Information request to see correspondence, councillors would currently have to go through and produce information from their private email addresses. Cllr Stephens said councillors could set up their own emails through Google mail, for example. Cllr May suggested that the emails stay as they are for now. This was proposed.

**Proposed: C Slade                      Seconded: M Johns                      Votes: 7 in favour  
1 abstention      22/099**

Cllr Peters also spoke to council about having an SSL certificate (£35 per year + VAT), which would give added security and allow Google Chrome users to view the website. Cllr Peters to check if it is a one-off payment or annual. 22/100

### 2. Football cheque

The council has received a cheque from the football club for £69.75 for water at the playing fields (period March 3 to June 27). Proposed that the clerk bank the cheque.

**Proposed: S Peters                      Seconded: S May                      Votes: Unan      22/101**

The council also discussed the football club's request to not pay the standing charge on the water and electricity bills. It was discussed at length, but it was proposed that the council does not feel it should pay the standing charge, but that the cost should be picked up by the football club. The clerk to produce the bills and send to the football club with an accompanying note.

**Proposed: S Gubbin                      Seconded: C Slade                      Votes: Unan      22/102**

### 3. Notice board

Cllr Hamlyn has carried out the repairs to the notice board, which looks fantastic. He was thanked for his work.

### 4. Grant request – Week St Mary Parish Hall

A grant request was received from Week St Mary Parish Hall for the upkeep of the hall. The grant request was for £1,000 (paid in quarterly instalments). It was proposed to accept the request.

**Proposed: S Peters                      Seconded: C Slade                      Votes: Unan      22/103**

### 5. Salary payments

The clerk's salary payments were discussed. The clerk's contract stated 10 hours a week, which she thought was too much, so it was agreed to pay seven hours a week (paid monthly). It was also proposed to move the clerk to the next level of salary.

**Proposed: C Slade                      Seconded: S May                      Votes: Unan      22/104**

## 11. Accounts

### Balances September 1

- Current account                      £ 14,855.07
- Reserve account                      £ 14,331.61

### 11a. To approve accounts for payment including:

|                           |                    |     |        |
|---------------------------|--------------------|-----|--------|
| EDF Energy                | Electric           | DD  | £23.00 |
| Suzanne Cochrane (Cleave) | Mileage and stamps | Chq | £23.65 |
|                           | Printer ink        | Chq | £54.64 |

|                       |  |     |         |
|-----------------------|--|-----|---------|
|                       | Wages (July & Aug)                         | Chq | £393.84 |
| HMRC                  | PAYE                                       | Chq | £98.40  |
| Pennon Water Services | Water                                      | DD  | £57.24  |
| BT                    | Telephone line                             | DD  | £34.24  |
| Trevor Hamlyn         | Notice board repairs                       | Chq | £154.59 |
| Trevor Hamlyn         | End caps for gates                         | Chq | £ 29.99 |
| Jamie Sachs           | Footpaths and stiles<br>(Apr 4 to June 20) | Chq | £180.00 |
|                       | Grass cutting & greens<br>(August)         | Chq | £50.00  |
|                       | Toilets (August)                           | Chq | £75.00  |
|                       | Toilets (July)                             | Chq | £75.00  |
|                       | Spraying (1 of 2)                          | Chq | £200.00 |
|                       | Grass cutting & greens                     | Chq | £50.00  |

**11b To note income**

Cllr Chopak Community Chest BACS £750.00

Councillors voted to approve the accounts (as above)

**Proposed: S May**

**Seconded: C Slade**

**Votes: Unan 22/105**

**12. Items for October meeting – October 6**

- Football club bills
- Jamie Sachs payments and updated map of works covered
- Planning application PA22/07796 – Application for outline planning permission with some matters reserved for the construction of four dwellings, namely 'access' only, land west of Ashbury Grove, Week St Mary
- Councillor co-option
- Benches
- Highway needs (prior to next Network Panel meeting)

**22/106**

**The meeting closed at 9.40pm.**