

# Week St. Mary Parish Council

## Draft minutes from the Ordinary Meeting held on Thursday, October 6

1. **Public question time** (15 minutes allowed for this)

One member of the public, the agent for the applicant of PA22/07796, spoke on the application. He said the applicant did the pre-app to start with, and the planning officer was supportive. On this current application, all matters are reserved, apart from access. He noted that Highways have been consulted over the access, and they gave the applicant things they would like to see, and they have taken these on board. The applicant believes she can make a pleasant development without harm to any other dwellings. He said they will take on board objections going forward when details are decided at a later stage. He said the applicant and her father plan to sell the plots to help them to make improvements to the father's house and potentially build a new house.

A second member of the public also spoke on the application. Their property in Ashbury Grove backs onto the planning area. He said any development would result in unreasonable privacy invasion, and headlights from vehicles will be aimed directly into their property. He also noted that it was a very narrow road that snakes slightly, narrow for two cars to pass. He said pedestrians would have to cross the road to access the footpath. Other comments included the sewerage – he said this may have to pick up the sewerage of Ashbury Grove and therefore go through their garden. Another resident of Ashbury Grove spoke on the application. He said he shared the previous comments made and felt that the current access solutions are not adequate and is narrow for pedestrians. Vehicles travel fast at that point. He said currently he is slightly less impacted than the other houses, but the layout could change to a worse one. As well as having his back garden overlooked, the member of the public raised concern about storm water. He also said there was insufficient historical important placed on the medieval burgage plots. 22/107
- 1a. **To receive County Councillor Nicky Chopak's report on matters arising**

Cllr Chopak gave the news that Cornwall Council has a £62m hole in its budget this year, but they have not been told where the knife will fall. She spoke about the £132m Shared Prosperity Fund, and gave other examples of what local parishes have bid for. She encouraged the council to get in quick, adding that budgets are often tight for parish councils but this is something to go for. The next Bude Area Network Panel meeting will be held on October 17 where there will be a workshop on emergency planning and a highways section. The parish council was going to push for double yellow lines / box junction, but Cllr Chopak reported that the work was already on the list to do. Cllr Chopak confirmed the appointment of a new police chief constable. He starts in January and has promised to visit parish councils to hear about local issues. The problem with the orange van is being dealt with. DVLA have said it is SORN. A letter is to be sent to the owner giving a deadline to move the vehicle, before it is towed away. Cllr Chopak has also chased about the Treetops application, and said the council has until January to respond. 22/108
2. **To note councillors present**

Cllrs S May (chair), C Slade (vice chair), S Gubbin, T Hamlyn, M Johns, I Richardson. Also present: S Cleave, clerk, Cllr Chopak and ten members of the public. 22/109
3. **To receive apologies for absence with reasons**

Cllr Peters – holiday; Cllr Stephens – work commitments. 22/110

**4. To receive Declarations of Interest and approve Dispensations**

Cllr May, Cllr Slade, Cllr Johns and Cllr Richardson – all for 7a (planning application PA22/07796). 22/111

**5. Co-option of two councillors**

Three councillors stood for the two vacancies – Richard Bolt, Rachel Shipton and Phil Dorren. A paper vote was carried out and counted. Richard Bolt and Rachel Shipton received the most votes. Both signed the Declaration of Acceptance of Office forms and were given the Declaration of Interests form to take away and complete. Both were welcomed on board by Cllr May. Commiserations were offered to Mr Dorren who said he would still be happy to work with footpaths. 22/112

**6. To approve the minutes of the last meeting**

The minutes of the Ordinary Meeting held on Thursday, September 1, 2022 were approved.

**Proposed: C Slade                      Seconded: T Hamlyn                      Votes: Unan 22/113**

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

The clerk's report was noted. This included getting new keys cut for the office; changes to the website following the Queen's death; attended a SLCC online budgeting course; attended CALC smaller councils meeting; began collating four years of bills for the football club; obtained football club insurance through Cornwall FA; wrote a piece about anti-social behaviour in the toilets for the website and inclusion in the magazine; continued process with NatWest to arrange online banking, removing former councillors as signatories etc; applied for extension to planning application PA22/07796. 22/114

**8. Planning**

Any late applications received will be discussed under this section

**8a. To discuss and make a consultee comment on application:**

PA22/07796 – Application for outline planning permission with some matters reserved for the construction of 4 dwellings namely 'access' only, land west of Ashbury Grove, Ashbury Grove, Week St Mary.

Cllrs May, Slade, Johns and Richardson left the room. Cornwall Councillor N Chopak took the chair to lead the discussion in the chair and vice chair's absence. Cllr Bolt remarked on the size of the field and that there was plenty of room between dwellings, with it being as far away as it could be from Ashbury Grove. Cllr Hamlyn said the entrance was opposite the playing fields and he wondered if to get the width they would maybe hope to use some of the playing fields entrance, but he noted that it is an emergency vehicle entrance. He also raised concern over the run-off. He had some photographs that showed the result after three hours of rain, when the drains are blocked (absorption is minimum due to clay). Cllr Gubbin said it was for outline planning permission at this stage. He said looking at the way they have changed the layout of the entrance, there is a good line of sight. He said safety wise, if it is done correctly, it may actually make it safer. Drainage, he said, was a key area. With regards to one resident's concern about their garden being dug up for drainage, he said maybe there is another way. Phil Dorren said the number of pedestrians going around there is quite heavy, with lots of cyclists as well. Cllr Gubbin said there is lots of tweaking that can be done, and they have to look at every side – it will keep a family in the village. Councillors said they were happy with the principle of the development. They asked for certain areas to be addressed – drainage and access being two areas. It was proposed that the parish council raise no objection to the

plans, with a request that the applicant makes tweaks to the access to make it as safe as possible. The agent answered a few questions and agreed to review.

**Proposed: S Gubbin**

**Seconded: R Bolt**

**Votes: Unan 22/115**

A late application for Treetops was received after the agenda was published. PA22/07929 – Change of use to residential caravan site with 22 residential caravans proposed, together with associated landscaping and infrastructure, and the demolition of existing buildings. It was proposed to apply for an extension in order for the council to place on next month's agenda.

**Proposed: S Gubbin**

**Seconded: C Slade**

**Votes: Unan 22/116**

## 8b. Decisions

The following planning decisions were noted:

PA22/05827 – New custom build house (re-submission of PA21/08972). Land south of The Coach House, Week St Mary. **Approved**

PA22/01341/PRE – Advice sought to dig a series of shallow pools at the nature reserve to create additional habitat for 3-Lobed Crowfoot, a rare aquatic plant that grows here, Greena Moor Nature Reserve, Week St Mary. **Closed, advice given**

PA22/06285 – Application to determine if prior approval is required for storage shed for agricultural purposes (equipment and machinery), land adjoining North Park, Week St Mary. **Planning permission required**

PA21/5506 – 4 glamping pods with small private decking areas, permeable parking and turning areas and associated footpaths and landscaping, land opposite Toad Hall, Westcott Lane, Week St Mary. **Withdrawn**

PA22/07055 – Prior approval of conversion of agricultural barn to two dwellings, land south west of Greenacre, Whitstone. **Prior approval not required**

PA22/03160 – Demolition of existing workshop and construction of a new dwelling, land east of Thinghamscott, Week St Mary. **Approved 22/117**

## 8c. Planning – to note

None.

**22/118**

## 9. Portfolio Reports:

### • Public transport:

Cllr Chopak said there was to be a briefing about the change to bus timetables. Lots of routes pulled, although she hasn't heard of any in the Week St Mary area.

**22/119**

### • Community policing:

No report.

**22/120**

### • Playground:

No report

**22/121**

### • Highways, footpaths and greens:

Cllr Hamlyn gave his report – Planning has been approved for the new post-box at Week Green. It will be faced towards the houses. Meter readings were taken for electricity and water before the Revel. The give way sign from Week Orchard to Bangors was pulled out – this has been made safe. He attended the CORMAC event at Launceston Rugby Club on September 27, which was

very positive. There was a demonstration of equipment used and they would like a closer relationship with parish councils. Cllr Hamlyn noted that the road surface in Glebe was beginning to break up. He will report online. Jubilee trees – Cllr Hamlyn went online and it would cost £103.41 for all the remaining trees needed. To be ratified later on agenda. 22/122

- **Adult Social Care:**  
None 22/123

- **BAN:**  
Next meeting – October 17 at Marhamchurch. 22/124

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

The following correspondence was noted: \* Road closure notice – Nescott to Langdon Cross (Sep 29 – Oct 5); \* 2<sup>nd</sup> Bude & Jacobstow Scout Hut open morning; \* Livestock theft / rural crime warning from police; \* Shared Prosperity Fund briefing information; \* Forest for Cornwall newsletter; \* Bude Community Network Panel agenda and last meeting's draft notes 22/125

**11. Agenda items**

**1. Co-option of two new councillors**

Carried out earlier in the meeting (as above). 22/126

**2. Highway needs for next Network Panel Meeting**

Cllr Chopak reported that Oliver Jones said the double yellow lines and box junction were on the list. 22/127

**3. Jamie Sachs revised payments and map of work covered**

Although Jamie was not able to attend the meeting, he provided revised payments and a map of areas covered. 1. Back Lane clearance quote £420. Councillors proposed to agree to the work once the leaves have gone. Money to be taken from reserves.

**Proposed: S Gubbin                      Seconded: I Richardson                      Votes: Unan                      22/128**

Price increases for toilets (£75 per month to £120 a month); footpaths (£15 to £20 per hour); Greens (£50 per cut to £75) agreed by councillors.

**Proposed: S May                      Seconded: M Johns                      Votes: Unan                      22/129**

Clerk to let Jamie know that the council will need to budget an increase in spraying (increase from £200 an application to £500, twice a year), and would get back to him.

**Proposed: M Johns                      Seconded: S May                      Votes: Unan                      22/130**

**4. Benches**

Benches for the playing field were discussed. £750 was given by Cllr Chopak's Community Chest. Cllr Gubbin said he had researched the cost of benches. There are lots of different companies the council could get them from. One company offered a 25-year guarantee. Cllr Slade said they could put one at the top by the play area and one at the bottom. Prices for a standard picnic table £376.12, and for a wheelchair access picnic table £495 (plus VAT). Councillors proposed to purchase one of each.

**Proposed: S May                      Seconded: T Hamlyn                      Votes: Unan                      22/131**

**5. Trees for jubilee**

As discussed above, it was proposed for Cllr Hamlyn to spend £103.41 (from the community fund) for the trees.

**Proposed: S May                      Seconded: C Slade                      Votes: Unan                      22/132**

**6. CORMAC consultation event – report from Cllr Hamlyn**  
Discussed above. 22/133

**7. Football field / club**  
The item to be placed on the November meeting. 22/134

**8. Electric shed in playing field**  
It was noted that the electric shed in the playing field has been locked by the football club, and no-one else can access the shed unless they contact the football club. Cllr May said the parish council should have a key. Cllr Richardson said the council is liable and should have access. The clerk to email the football club and request a key for immediate and ongoing access. Two electricians to be asked to quote to carry out an inspection of the electrics.

**Proposed: C Slade                      Seconded: R Shipton                      Votes: Unan                      22/135**

**9. Shared Prosperity Fund**  
PowerPoint circulated and noted. 22/136

**12. Any other business**  
A letter was received from Week St Mary Community Shop for financial assistance. Cllr Slade said any financial help would need to be budgeted. Cllr May agreed and added that there was no specific sum requested. He said they would need more clarification before a decision is made, although it hasn't been ruled out. Clerk to seek clarification as to the amount requested.

**Proposed: S May                      Seconded: S Gubbin                      Votes: Unan                      22/137**

**13. Accounts**  
**Balances October 1.**

- Current account                      £ 22,714.48
- Reserve account                      £ 15,085.64

**13a. To approve accounts for payment including:**

Week St Mary Parish Hall (quarterly grant)	£250.00 (chq)
Suzanne Cochrane – Salary September	£327.70 (chq)
HMRC (PAYE)	£ 81.80 (chq)
Week St Mary Football Club (grass cutting May-Oct 22)	£375.00 (chq)
Pennon Water Services (toilets June 28-Sep 5)	£ 26.57 (DD)
Pennon Water Services (playing field June 28-Sep 5)	£ 17.37 (DD)
EDF Energy (Playing Field May 27-Aug 24)	£ 47.59 (DD)
EDF Energy (toilets March 9-Sep 7)	£ 23.00 (DD)
Trevor Hamlyn (lock for office door)	£ 6.74 (chq)
Week St Mary Shop (toilet cleaning items)	£ 30.38 (chq)
Suzanne Cochrane (mileage and key cutting)	£ 44.40 (chq)
J D Retallick (hedge cutting)	£157.50 (chq)
Booker Farm Services (magazine paper)	£ 52.80 (chq)
Jamie Sachs (weed control, Lambly Corner cutting, grass cutting and greens, toilets and playing field grass cutting)	£495.00 (chq)
Cornwall Council (playing field loan)	£975.00 (chq)

**13b To note income**

Wayleave payment	£ 8.19 (chq)
Wayleave payment	£ 40.26 (chq)
BT (refund on closure of account)	£ 26.51 (BACS)

Cornwall Council (precept)	£9,450 (BACS)
Cornwall Council (council tax support grant)	£ 70.46 (BACS)
Football club (water bill)	£ 69.75 (chq)
Councillors voted to approve the accounts (as above)	
<b>Proposed: C Slade</b>	<b>Seconded: R Shipton</b>
<b>Votes: Unan 22/138</b>	

The clerk informed councillors that currently there is only a 'one to sign' set up with the bank. The council has been advised to change this to a 'two to sign' for security purposes. The clerk to arrange this with NatWest. It was agreed that the clerk would be the only person to complete transactions.

**Proposed: I Richardson**    **Seconded: T Hamlyn**    **Votes: Unan 22/139**

**14. Items for November meeting – November 3**

- Budget
- Footpath signs
- Football club/field

**22/140**

**The meeting closed at 9.50pm.**

DRAFT