

Week St. Mary Parish Council

Draft minutes from the Ordinary Meeting held on Thursday, November 3

1. Public question time

One member of the public spoke about planning application PA22/08432. He said the application consisted of a smaller extension of the garage, giving them somewhere to store the children's toys. It would add 2 metres on the garage, with no additional changes.

Three representatives of Week St Mary Community Shop were also in attendance. Steven told the meeting that the shop regularly serves around 100 people on a daily basis, a considerable proportion of the parish. They are currently preparing a contingency plan, which is fast approaching a survival plan. The 17p per unit they are currently paying on a fixed plan will rise next year to 77p per unit. The shop will have costs of £14,000 a year. They will look into making savings where they can. They wanted to approach the parish council whilst it is thinking about its finances to ask for a subsidy next year.

Linda Cobbledick added that the aim is to keep the shop and the post office open for the village, and they would hate to have to reduce the open days or number of staff. Cllr Peters asked what sort of money did the shop need. The shop representatives said everything was uncertain, and the end of May would be the trigger point, with the electricity contract coming to an end in June. Cllr May said the council was sympathetic to the cause, and it would be discussed later on the agenda.

There was also a query about the jubilee trees, and a request to consider the King's Coronation when discussing the precept. 22/107

1a. To receive County Councillor Nicky Chopak's report on matters arising

The council received apologies from Cllr Chopak. 22/108

2. To note councillors present

Cllrs S May, C Slade, S Peters, S Gubbin, T Hamlyn, R Bolt, R Shipton, I Richardson and M Johns. Also present, S Cleave, clerk. 22/109

3. To receive apologies for absence with reasons

Cllr Nicky Chopak. 22/110

4. To receive Declarations of Interest and approve Dispensations

Cllr May – planning applications PA22/07648 and PA22/08432. 22/111

5. To approve the minutes of:

The minutes of the ordinary meeting held on Thursday, October 6, 2022 were approved.

Proposed: C Slade

Seconded: S Gubbin

Votes: Unanimous 22/112

6. To receive clerk's report on matters arising:

The clerk's report was noted and included: asking the community shop for more information on request for funds; sought extension to Treetops application from Cornwall Council; met with Stephen Peters to look at the budget forecasting; SLCC Excel training; spoke to Jamie Sachs re quotations; spoke to Mike Caesar-Gordon and Steve Cunningham about football club bills and the key to the electric shed; Local Government Pension Scheme i-connect training; Cornwall Council Casework Assist training; spoke again to the bank about access; chasing historic electricity and water bills. 22/113

7. Planning

Any late applications received will be discussed under this section

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

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. Treetops, The Square. Week St Mary.

An extra ordinary meeting will be held in the Chapel on Thursday, November 24 at 7.30pm to discuss this application. Agenda to follow. 22/114

Cllr Slade chaired the meeting for the next two items:

PA22/07648 – Creation of a series of shallow pools at the nature reserve to create additional habitat. Greena Moor, near Week St Mary.

Councillors voted in favour of supporting the plans.

Proposed: R Shipton Seconded: T Hamlyn Votes: Unanimous 22/115

PA22/08432 – Construction of a rural worker's dwelling without compliance with condition 2 of decision notice PA22/03674 dated 22/06/2022

Councillors voted in favour of no objection.

Proposed: S Gubbin Seconded: T Hamlyn Votes: Unanimous 22/116

7b. Decisions

The following decisions were noted. 22/117

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

PA22/07280 – Loft conversion. 12 Ashbury Grove, Week St Mary. Approved.

7c. Planning - to note

None. 22/118

10.11 The agenda item Week St Mary Shop letter was brought forward for discussion

Cllr Richardson said the shop was an asset, and Cllr May said he would like the council to support it. Cllr Slade said the council could see how much it can support in the budget discussions. Cllr Peters said a sum of £2,000 the council could do, but he would worry if the figure turned into £3,000 or £4,000. It was proposed to support the shop in principle, without disclosing a figure until the council had looked at the budget and the shop committee know more.

Proposed: M Johns Seconded: S Peters Votes: Unanimous 22/119

8. Portfolio Reports:

- **Public Transport**

None. 22/120

- **Community Policing**

None. 22/121

- **Playground**

None, will come up later on the agenda. 22/122

- **Highways, Footpaths & Greens**

There was a query about the salt bins, but Cllr Richardson said he looked at the salt bin recently and it was full. Cllr Hamlyn said a sign had fallen over between Broadclose and Delabole Head cottage and that was replaced

shortly after he reported to Cornwall Council. There is a delay in the new post-box, partially due to the postal strikes. 22/123

- **Adult Social Care**

None. 22/124

- **BAN**

None. 22/125

9. Correspondence including (all relevant emails forwarded):

The following correspondence was noted: Treetops preliminary notice of meeting in November; Shared Prosperity Fund briefing information; Citizens Advice Cornwall autumn newsletter; CORMAC workshop links and notes; Bude Community Network Panel extraordinary meeting information and next network panel meeting date; Cornwall Council safeguarding briefing invitation; and Cornwall Council planning training for local councils invitation. 22/126

10. Agenda items

1. Tree planting at the bottom of the playing field

Cllr Peters noted he had trees from the Woodland Trust to plant at the bottom of the playing field. Cllr Hamlyn asked if it would be possible to find out where to plant the trees (with consideration that they will grow in a few years and could obscure the view). He asked for the council to hold a site meeting. Cllr May suggested Sunday at 10am.

Proposed: C Slade Seconded: R Bolt Votes: Unanimous 22/127

2. Footpath signs

This item was deferred to the next meeting. 22/128

3. Budget

There was a lengthy discussion on the budget. Cllr Peters went over a PowerPoint presentation. Various items were accounted for including clerk's salary, Jamie Sachs' increased costs. In all the proposed increase would be £1,758.91 which equates to a 9.31% increase in the budget. Cllr Peters looked further at the public toilets and noted that the toilets cost £2,400 a year, adding that a lot of the budget goes on them. They take in a small income (£37). Cllr Gubbin said it could be the toilets or the shop, with Cllr May adding that Jamie has spoken about the incidents in the toilets. Cllr Peters said there was an option to change them to 'cost per use.' Cllr Shipton said she had seen these a lot and on the whole, they were a lot cleaner. Cllr Peters said this would not make a profit but would hopefully stop any abuse. Cllr Richardson said £1,500 (the cost of the new door etc) would be a big hit upfront. It was suggested that any help for the shop could come out of reserves. A list of demands on the reserve were listed – toilet door, shop, electricity supply and the Coronation. Cllr Peters was thanked for his work on the budget. It was agreed to approve the budget as it stands, with the final discussion to be held next month.

Proposed: I Richardson Seconded: S May Votes: Unanimous 22/129

4. Football club bills

Cllr Slade said the standing charge is part of the bill. Cllr Hamlyn noted that on a recent safety inspection, a few issues were flagged up. The council to ask Western Power for some advice. The issue to be placed on the December agenda.

Proposed: C Slade Seconded: T Hamlyn Votes: Unanimous 22/130

5. Skate ramp turf

Councillors discussed the need for some turf to be laid around the skateboard ramp. Cllr Hamlyn said some turf had formed that could be used. It was agreed for him to carry out the work.

Proposed: S Gubbin Seconded: S Peters Votes: Unanimous 22/131

6. Treetops

A meeting is to be held on November 24 to discuss the application. This will give everyone a chance to look at the plans. 22/132

7. Jubilee beacon

Cllr May noted that the Jubilee beacon was built by Cllr Bolt and his dad, but they had not been properly thanked for this. He extended thanks, on behalf of WSM Parish Council, for the time and steel to make the beacon. 22/133

8. Community Fund payments

Cllr Slade raised a query about the Community Fund Payments, and noted that in the rules each organisation can claim once a year. She queried if the parish council have to do the same. Cllr Peters said application forms have to be filled in for each application. Nothing to action. 22/134

9. Shared Prosperity Fund

Councillors discussed that an application could be made for footpaths, but it was noted that when Ashbury Grove was developed, Pearce Construction pledged to put a path around the playing fields. It was proposed for the clerk to look for the relevant paperwork.

Proposed: R Shipton Seconded: S Peters Votes: Unanimous 22/135

10. Jamie Sachs' quotations

Councillors agreed to Jamie Sachs' quotation for the spraying.

Proposed: T Hamlyn Seconded: S Gubbin Votes: Unanimous 22/136

11. Week St Mary Shop letter

Dealt with earlier on in the agenda.

12. Pension - To agree 'That employees of the parish council shall be members of the Local Government Pension Scheme if, in any particular case, the individual makes written request to the council and the council agrees that request.'

Proposed: S May Seconded: S Peters Votes: Unanimous 22/137

11. Any other business

Cllr Hamlyn spoke about safety checks and said a risk assessment should be carried out by the parish council and the football club. He gave the top goal posts as an example. He said they should be tested for weight, etc. Cllr May said the council needs to give this some more thought and the item was deferred to the December meeting. 22/138

It was proposed to allow Cllr Hamlyn to approach Western Power for some advice regarding the electricity in the playing fields.

Proposed: L Stephens Seconded: M Johns Votes: Unanimous 22/139

It was noted that a solar farm payment had been made to Whitstone instead of Week St Mary. Clerk to contact Whitstone to have the money transferred.

The clerk gave councillors information on the benches, including delivery costs. Cllr Stephens to see if she can get a cheaper price for collection.

12. Accounts

Balances November 3

- Current account £ 25, 124.67
- Reserve account £ 15,090.56

12a. To approve accounts for payment including:

Suzanne Cochrane – Salary October	£327.50 (chq)
HMRC (PAYE)	£ 82.00 (chq)
Suzanne Cochrane (yellow ink, stationery, stamps, mileage)	£ 64.47 (chq)
Trevor Hamlyn (jubilee trees)	£ 72.68 (chq)
Utility bills (EDF – toilets)	£ 23.00 (DD)
Jamie Sachs (toilets £120, grass cutting and greens £170)	£270.00 (chq)

12b To note income

None (East Balsdon payment £4,957.63 had gone into the account, but will be transferred to Whitstone Parish Council).

Councillors voted to approve the accounts as above

Proposed: T Hamlyn

Seconded: M Johns

Votes: Unanimous 22/140

13. Items for December 3 meeting:

Toilets; budget discussion, football club bills, football goals at top of playing field, footpath signs.

The meeting closed at 9.50pm.