

# Week St Mary Parish Council

## Minutes – Thursday, November 2, 2023

1. **Chairman**  
Cllr Carol Slade was nominated as the new chairman.  
**Proposed: M Johns                      Seconded: R Shipton                      Votes: Unanimous 23/262**
2. **Vice chairman**  
Cllr Ian Richardson was nominated as the new vice chairman.  
**Proposed: T Hamlyn                      Seconded: S Gubbin                      Votes: Unanimous 23/263**
3. **Public question time** (15 minutes allowed for this)  
None. 23/264
4. **To receive County Councillor Nicky Chopak's report on matters arising**  
Cllr Chopak reported that Cornwall Council had received 270 calls about water related incidents in the recent bad weather. Bude was on flood alert. She pointed out the importance of councils having an Emergency Plan.  
She also spoke about Cornwall Council's budget issues. They thought they had a balanced budget, but have in fact overspent by another 7 million pounds. More savings will be sought elsewhere. She said we will see significant cuts between now and April.  
The crematorium plans were quashed at judicial review. This means that the planning application can start again.  
Treetops – tree surgeons had attended the site to take some trees down. She said reports were coming to the end of their life. She expected that at the December of January meeting, the applicant could come back with revised plans.  
She has written to English Heritage over concerns raised regarding Penhallam. No reply, but she will chase. 23/265
5. **To note councillors present**  
Cllrs Slade (chair), I Richardson (vice chair), S May, M Johns, R Shipton, T Hamlyn, R Bolt, S Peters, L Stephens and S Gubbin. 23/266
6. **To receive apologies for absence with reasons**  
None. 23/267
7. **To receive Declarations of Interest and approve Dispensations**  
Cllr May – PA23/08751; Cllr Johns – parish hall; Cllrs Slade and Johns – PA23/05272. 23/268
8. **To approve the minutes of:**  
Councillors approved the minutes of the Ordinary meeting held on Thursday, October 5, 2023.  
**Proposed: S May                      Seconded: I Richardson                      Votes: Unanimous 23/269**
7. **To receive clerk's report on matters arising**  
The clerk's report was noted. 23/270
8. **Planning**  
Any late applications received will be discussed under this section
- 8a. **To discuss and make a consultee comment on application:**  
PA23/05272 – Proposed extension to dwelling. 1 The Square, Week St Mary.

Councillors raised no objections to the amended plans.

**Proposed: S Gubbin      Seconded: S May      Votes: Unanimous      23/271**

PA23/08751 – Application for discharge of a planning obligation in respect of application E1/2000/1314 dated 05.04.2001. Greenamore Park, Week St Mary. Councillors voted to object to the application. There is an agricultural tie, which the parish council thinks should remain. Nothing has changed.

**Proposed: T Hamlyn      Seconded: R Bolt      Votes: Unanimous      23/272**

## 8b. Decisions

The following decisions were noted:

PA23/06771 – Works to trees within Conservation area – pollarding of T1 Goat Willow 5/7 metres from base. Seaview Farm, Week St Mary.

**Decided not to make a TPO (TCA apps)**

PA23/06984 – Application to determine if prior approval is required for a proposed change of use of agricultural buildings to dwelling houses (use Class C3)

**Prior approval not required (AF/TEL/DEM)      23/273**

## 8c. Planning - to note

None.

**23/274**

## 9. Portfolio Reports:

### • Playground

Cllr Slade reported that Cllr Hamlyn put a new lock on the gate and the following day, someone put a screw in and busted the lock. He has had to put another one on.

Cllr Slade asked whether there should be an unveiling of the new Coronation bench. It was decided to take a photograph of it and put it in the magazine.

Cllr Slade asked Cllr Richardson to check the salt bins.

There was some discussion over the lines near the pub. It was felt that they were not long enough. The clerk to check emails to Oliver Jones. **23/275**

### • Highways, Footpaths & Greens

Cllr Hamlyn reported that he had put the plaque on the new bench. He had received some complaints about the enlargement of a gateway going out of the village before the 30mph limit sign. Cllr Chopak to look into it. He reported a blue car continually parked in an awkward place. The clerk to make enquiries. **23/276**

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

The following correspondence was noted: Police appeal – missing girl and follow-up; Cornwall Council Local Council Finance briefing slides; Cornwall Council Town and Parish Council newsletter; Community Area Partnership September meeting action plan notes. **23/277**

## 11. Community Infrastructure Levy and Community Benefit Fund applications

None (next round – April)

**23/278**

## 12. Agenda items

### 1. Budget

The budget will be discussed at the December meeting.

**23/279**

### 2. Back Lane

As previously agreed, Cllr Hamlyn will be paid for his work to Back Lane (£210 – to be paid in December).

**Proposed: S Gubbin                      Seconded: R Bolt                      Votes: Unanimous 23/280**

3. Bank accounts

It was agreed to open a separate bank account with NatWest for the Community Benefit Fund money.

**Proposed: S May                      Seconded: S Peters                      Votes: Unanimous 23/281**

4. Bottom part of the playing field

All councillors apart from Cllrs Bolt and Richardson attended a recent site meeting at the playing fields. The path will go around the top field, keeping to the playing field side of the tennis courts to avoid water pipes. It will continue past the tennis courts along the bottom field fence to the right-hand side, behind the right-hand goal posts to join up with the bottom path. The football club raised concern about the safety of a ball straying. If this becomes an issue, the parish council will work with the football club. Councillors were pleased to see how the bottom area is developing. Questions over drain work and plainings – Cllr Chopak will look into. Cllr Peters to look into the lifespan of the footpaths.

Cllr Peters gave an update on the progress of the footpath project. The next stage will be a formal invitation to tender. A questionnaire to villagers will be drafted and put in the magazine. He was thanked for his work with the project.

**Proposed: S Gubbin                      Seconded: R Bolt                      Votes: Unanimous 23/282**

5. Week St Mary Parish Hall

A letter was sent to the parish council from the Parish Hall committee regarding a regular shortfall in funds, with a request for the parish council to increase its yearly payment. This letter was read to councillors at the meeting by Cllr Johns. She said, due to the increased cost of living, bookings for parties etc have dropped off. A new boiler will cost in the region of £20K. She said it would be a shame for the hall to get into financial trouble and have to close. The committee has applied for a grant and has sent letters to people in the village. They intend to apply for a National Lottery grant and will be attending the meeting in Launceston about the Levelling Up fund. Cllr Johns left the room while the council discussed the matter.

Cllr May said the council was very sympathetic and did not want to lose the hall. Cllr Stephens suggested that the hall give a presentation to the council in the form of a business plan. Cllr Slade said the hall has tried to increase the hire cost, but they want people to use it. She said they were also desperate for committee members. Cllr Peters suggested that they ask the hall committee to come back to the council in December with a concrete plan.

**Proposed: S Peters                      Seconded: S May                      Votes: Unanimous 23/283**

6. Policies

Councillors voted to adopt the Equality and Health & Safety Policy as circulated.

**Proposed: I Richardson                      Seconded: R Bolt                      Votes: Unanimous 23/284**

7. Clerk's wages

The council voted to ratify an increase to the clerk's salary by one scale point from July 23 (as per contract).

**Proposed: S May                      Seconded: S Gubbin                      Votes: Unanimous 23/285**

14. **Accounts**

**Balances October 24, 2023**

- Current account                      £14,868.05
- Reserve account                      £27,577.26

<b>14a. To approve accounts for payment including:</b>	
Suzanne Cochrane – Salary October (inc back pay)	£ 398.60
HMRC (PAYE) October	£ 92.80
Cornwall Pension Fund (October)	£ 90.96
Suzanne Cochrane (mileage)	£ 43.20
Jamie Sachs -toilets	£ 120.00
Suzanne Cochrane – toilet sign	£ 3.75
Suzanne Cochrane – plaque for Coronation bench	£ 18.90
Suzanne Cochrane – one ream of paper	£ 4.50
David Martin – website hosting charge	£ 105.10
EDF Energy – electric for toilets	£ 25.00
Week St Mary Football Club – grass cutting	£ 375.00
R D Bolt – materials for electricity shed in playing field	£1,213.04

<b>14b To note income</b>	
Reserve account interest	£ 31.81
East Balsdon Community Benefit money (paid in Error to WSM and not Whitstone PC)	£5,405.43

Councillors voted in favour to approve the accounts and payments.

**Proposed: S Peters**

**Seconded: T Hamlyn**

**Votes: Nine in favour,  
one abstention 23/286**

**15. Items for December 7 meeting**  
Budget; parish hall.

**23/287**

The meeting closed at 9.15pm.