

# Week St Mary Parish Council

April 25, 2024

I hereby give notice that the Annual Meeting of Week St Mary Parish Council will be held at Week St Mary Chapel School Room on **Thursday, May 2, 2024 at 7pm.**

All members of the council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Yours faithfully,

*Suzanne Cleave*

Suzanne Cleave, clerk

## Agenda

1. **Election of chairman** (chair to sign the Declaration of Office)
2. **Election of vice chairman**
3. **To elect committee and members to outside bodies**
4. **Public question time** (15 minutes allowed for this – on matters on the agenda only)
5. **To receive County Councillor Nicky Chopak’s report on matters arising**
6. **To note councillors present**
7. **To receive apologies for absence with reasons**
8. **To receive Declarations of Interest and approve Dispensations**
9. **To approve the minutes of:**  
Ordinary meeting Thursday, April 4, 2024
10. **To receive clerk’s report on matters arising**
11. **Planning**  
Any late applications received will be discussed under this section
- 11a. **To discuss and make a consultee comment on application:**  
PA24/02485 – Proposed double garage and change of roof covering. The Cottage, Week Orchard, Marhamchurch
- 11b. **Decisions**  
None.
- 11c. **Planning - to note**  
PA24/02370 – Application to determine if prior approval is required for proposed change of use of agricultural buildings to dwelling houses (use Class C3). Marhayes, Marhamchurch.
12. **Portfolio Reports:**
  - **Playground**

- **Highways, Footpaths & Greens**

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

Cornwall and Isles of Scilly Safeguarding and Community Safety newsletter; Local Plan interactive session information (The Castle, Bude on June 10); Clean Cornwall newsletter; Cornwall Council Town and Parish Council newsletter; Cornwall Council suicide awareness event (Parkhouse Centre, Bude June 10).

**14. Community Infrastructure Levy and Community Benefit Fund applications**

\* None (next round – October)

**15. Agenda items**

1. Week St Mary path project  
*To receive an update on the project*
2. Lambley Corner  
*To receive an update on Lambley Corner*
3. Kitcham Farm – Funk up the Farm event  
*To discuss the event*
4. Ashbury Grove  
*To discuss Ashbury Grove and correspondence from Cornwall Council*
5. Canworthy Water solar farm  
*To discuss the solar farm plans*
6. Playing field inspection  
*To receive quotes and to decide on a contractor*
7. CORMAC meeting  
*To receive report from Cllr Hamlyn on the recent CORMAC event*
8. Council insurance  
*To receive quotes for the council's annual insurance*
9. Defibrillator training  
*To discuss another defibrillator training event*

**16. Accounts**

**Balances April 25, 2024**

- Current account £12,040.25
- Reserve account £28,672.97

**16a. To approve accounts for payment including:**

Suzanne Cochrane – Salary April (inc HMRC PAYE)	£ 464.10
Cornwall Pension Fund (April)	£ 90.96
Suzanne Cochrane (mileage)	£ 32.40
Suzanne Cochrane (new financial year stationery)	£ 11.15
Cornwall Council – loan repayment	£975.00
Jamie Sachs – toilets April	£ 120.00
Jamie Sachs – Green	£ 150.00
Jamie Sachs – toilets spring clean	£ 120.00
Week St Mary Football Club – grass cutting Oct to April	£ 375.00
EDF Energy – electricity toilets	£ 20.00

**16b To note income**

Reserve account interest	£ 31.94
Cornwall Council – first half of precept	£11,318.55
WSM Football Club (water bill)	£18.80

**17. Items for June 6 meeting**