

Week St Mary Parish Council

May 14, 2025

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 **Tuesday, May 20, 2025 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 3, 2025
10. **To approve the minutes of:**
Extra Ordinary meeting Wednesday, April 23, 2025
11. **To receive clerk's report on matters arising**
12. **Planning**
Any late applications received will be discussed under this section
- 12a. **To discuss and make a consultee comment on application:**
None.
- 12b. **Decisions**
PA25/02820 – Prior notification of agricultural or forestry development for an agriculture building. Land south west of Higher Westcott, Week St Mary.
WITHDRAWN
- 12c. **Planning - to note**
None.

- 13. Portfolio Reports:**
- **Playground**
 - **Highways, Footpaths & Greens**
- 14. Correspondence including (all relevant emails forwarded):**
Cornwall Council Town and Parish Council newsletter; planning training dates; Code of Conduct dates; link for June 9 Community Area Partnership meeting.
- 15. Community Infrastructure Levy and Community Benefit Fund applications**
* None (next round – October)
- 16. Agenda items**
1. Council computer security
To discuss purchasing ESET computer security through Tavistock Computers.
 2. Grass cutting and playing field maintenance
To discuss future arrangements.
 3. Hele Valley Trail
To receive correspondence from Marhamchurch Parish Council.
 4. Designated landing spaces
To receive an update from Devon Air Ambulance.
 5. Ashbury Grove
To receive correspondence.
 6. Public Rights of Way modification application
To receive information regarding the application for the Modification of Definitive Map and Statement of Rights of Way – Great Hills to Greenamoor (WCA 792)
 7. Public Rights of Way modification application
To receive information regarding an application for an order to modify the Definitive Map and Statement of Public Rights of Way – road to Odd Mill (WCA 807)
 8. Training dates
To receive Code of Conduct dates and Cornwall Council planning seminar dates.
 9. Defibrillator
To receive an update on the defibrillators
 10. Football Club lease
To discuss.
 11. 20mph roll-out
To receive correspondence on the 20mph roll-out.
 12. Council insurance
To note a change of provider for the council's three-year insurance agreement.
 13. Planters
To receive an update on the planters.

17. Accounts

Balances May 14, 2025

- Current account £ 10,139.49
- Reserve account £ 21,882.42
- Community Benefit Fund £ 4,975.30

17a. To approve accounts for payment including:

Suzanne Cochrane – Salary April (inc HMRC PAYE and overtime)	£ as per contract
Cornwall Pension Fund (April)	£ as per contract
Suzanne Cochrane (mileage inc collection and delivery of signs and extra meeting)	£ 91.80
Jamie Sachs – toilets April	£ 120.00
Jamie Sachs – Green	£ 150.00
EDF Energy – electricity toilets	£ 20.00
EDF Energy – electricity playing field	£ 24.41
Suzanne Cochrane – new printer	£ 99.99
Suzanne Cochrane – postage for sending back old ink (tracked) and padded envelope	£ 6.54
Stinkyink – printer ink (new printer)	£ 60.37
Stinkyink – blue ink (old printer)	£ 22.85
Harley Friend – field and ground maintenance/Back Lane	£153.00
Atlantic Signs – signs for playing field	£ 36.00
Carol Slade – parish office keys	£ 12.00

17b To note income

Reserve account interest	£ 21.92
Community Benefit Fund interest	£ 4.98
Cornwall Council – first half of precept	£12,500
WSM Football Club (water bill Sept to March)	£ 58.05
WSM Football Club (electricity Feb/March)	£ 46.53
WSM Football Club (electricity March/April)	£ 23.24

18. Items for June 5 meeting (date TBC)