

# Week St. Mary Parish Council

Minutes for the Ordinary Meeting  
Thursday 7th May 2019

**All meetings are open to the press and public unless the Council decides otherwise**

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

**1a. To receive County Councillor's report on Matter's Arising**

CCllr Chopak was unable to attend

**2. Election of Chairman, Vice-Chairman & to Elect committee & members to outside bodies**

It was **resolved** to elect Jeremy Ward to Chair

**Proposed: Cllr Smith Seconded: Cllr Slade unan 20/004**

Chair signed acceptance of Office

It was **resolved** to elect Stuart May to Vice-Chair

**Proposed: Cllr Smeeth Seconded: Cllr Johns unan 20/005**

It was **resolved** to re-elect all Portfolio Holders to positions as follows:

Playing Fields: Cllr Johns, Cllr Slade, Cllr Cluney

Finance: Cllr Pearce

Highways, Street Lights: Cllr Cluney

Toilets: Clerk

Greens: Cllr Cluney

Health: Cllr Smith

Transport: Cllr Pearce

Policing: Cllr Pearce

Parish Office: Cllr Smith

Primary School: Cllr Smith

Adult Social Care: Cllr Slade

Planning/Trees: Cllr Smith, Cllr Stephens

Footpaths Phil Dorren

**3. The Opening, Councillors present**

The Meeting was opened by Cllr Ward at 1930, 6 with Councillors present; Cllr Smith, Cllr Smeeth, Cllr Slade, Cllr Peters, Cllr Johns, Cllr Cluney. Beth Sachs – Clerk

**4. To receive Apologies for absence with reasons**

Stuart May

**Proposed: Cllr Ward Seconded: Cllr Smith unan 20/006**

**5. To receive Declarations of Interest & Approve Dispensations**

**6. To receive and approve the Minutes of:**

It was **resolved** to approve the minutes of the meeting held on Thursday 2<sup>nd</sup> April 2020.

**Proposed: Cllr Smith Seconded: Cllr Slade unan 20/007**

**7. To receive Clerk's report on Matter's Arising:**

COVID-19 update – Cllr Ward advised the telephone number has been operating effectively. The vast majority of calls are for the collection of prescriptions. Thanks were extended to the Community shop for facilitating delivery of groceries.

Supplies for the food support service are ready should they be needed. The community shop have kindly offered goods at cost price and bulk buy goods were purchased from Chadds.

## 8. Planning

Any late applications received will be discussed under this section

### 7a. Applications

PA20/02184 | Alterations to the external appearance of an existing barn (benefiting from approval under Class Q for residential conversion) and change of use of land to create additional garden area. | Land East Of Brendon Cottages Boyton Launceston Cornwall

Cllrs resolved to make no comment

**Proposed: Cllr Smith Seconded: Cllr Peters unan 20/008**

### 7b. Decisions

PA20/01070 | Works to trees in a TPO, namely lateral reduction to the crowns of T11 and T13 by no more than 3m over the adjoining property, Felling of T3, removal of lowest major limb extending over the adjacent garden to T4, felling of Leyland Cypress T3, replanting of one Ginkgo biloba. | The Rectory The Glebe Week St Mary Holsworthy EX22 6UY. APPROVED WITH CONDITIONS

PA20/02221 | Proposed conversion and extension of garage to create additional habitable accommodation; and front extension to create an enclosed porch | Green Lyn Week St Mary Holsworthy Cornwall EX22 6UN. APPROVED

## 9. Portfolio Reports:

**Public Transport** – There is a bus service to Launceston operating 3 days a week from the village currently. The driver will take you to Tesco's if required.

**Community Policing** – Nothing to report.

**Playground / Playing Field** – Nothing to report.

**Highways, Footpaths & Greens** – Trevor Hamlyn has made planters for Adventure Church. As Adventure Church is not currently meeting, Trevor has offered to put them on the green. Cllrs thought this was a good idea.

**Adult Social Care** – Nothing to report.

**BAN** – No meeting.

**Neighbourhood Plan** – Nothing to report.

## 10. Correspondence

Emails forwarded

Estate of Arthur Alan Rowland – Transmission of monies form to be completed by the Clerk.

## 11. Agenda Items

1. To **sign** Exemption Certificate for External Audit 2019/20

**Proposed: Cllr Smith Seconded: Cllr Slade unan 20/009**

2. To **prepare and review** the Annual Governance Statement and **resolve to approve** it (Annual Governance and Accountability Return 2019/20).

**Proposed: Cllr Pearce Seconded: Cllr Peters unan 20/010**

2. To **consider** and **resolve to approve** (to be signed and dated by the Chairman) the Accounting Statements (Annual Governance Statement and Accountability Return 2019/20)

**Proposed: Cllr Pearce Seconded: Cllr Slade unan 20/011**

4. To **resolve** to appoint internal auditor

**Proposed: Cllr Smith Seconded: Cllr Pearce unan 20/012**

**12. Accounts**

**Balances 30<sup>th</sup> April 2020**

Current Account	£ 38,972.52
Reserve Account	£ 0.69
Monmouth BS	£ tbc

**12a. To approve Accounts for Payment including:**

Beth Sachs	Clerk Wages and Mileage	Chq	£156.95
J Retallick	Playing Field Verges	Chq	£98.00
Jeremy Ward	Mail Out	Chq	£206.48
Came & Co	Insurance	Chq	£517.40
CALC £29.33)	Subscription	Chq	£312.76 (VAT

**12b To note Income**

Precept £9,175.75  
Equitix Solar £1,401.19

**Proposed: Cllr Cluney Seconded: Slade unan 20/013**

**13. Items for June Agenda.**

**The Meeting closed at 20:34**

**The date of the next Ordinary Meeting will be on Thursday 4<sup>th</sup> June**

