

# Week St. Mary Parish Council

Minutes for the Ordinary Meeting  
Thursday 3<sup>rd</sup> September 2020

**All meetings are open to the press and public unless the Council decides otherwise  
Due to COVID-19 the meeting was conducted via zoom.**

**1. Public question time** (15 minutes allowed for this)  
No members of the public attended.

**1a. To receive County Councillor's report on Matter's Arising**  
CCllr Chopak reported the following:

Should there be a local COVID-19 lockdown CCllr Chopak and Zoe Burnard-John (Bude Community Network Officer) will be our local area co-ordinators.

**2. The Opening, Councillors present**

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

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

Cllr Johns - Personal

**Proposed: Cllr Ward                      Seconded: Cllr Smith    unan                      20/028**

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

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

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

**Proposed: Cllr Smith                      Seconded: Cllr Peters    unan                      20/029**

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

Small business grants application - Week St Mary Parish Council have received the £10,000 government grant available to authorities that are exempt from paying business rates. The money will be ring fenced for playpark improvements.

Correspondence relating to trees at The Rectory – a local resident has raised concerns regarding the trees at The Rectory. Recent approved tree works were undertaken, but not to the extent approved in the application. Due to issues of light and overhanging, the local resident would like to see the works carried out as stated in the application. Questions were also raised about the tree officer's decision to refuse the felling of several trees in the Rectory grounds. CCllr Chopak has spoken to the residents and has contacted the tree officer about this issue. The tree officer will make a site visit in due course.

Planning application PA20/02787 land west of Canfield – it has been brought to the attention of the Parish Council that an agricultural building is being erected to the west of Canfield where several applications for residential development have recently been refused. It is felt that the building appears more like a dwelling than an agricultural building and has been built with a double skin

and cavity wall. CCllr Chopak has reported this to enforcement at Cornwall Council. The planning Officer who gave permission for the agricultural barn will make a site visit next week to inspect the works.

Wall behind public toilets – a local resident has raised concerns over the crumbling retaining wall at the rear of the public toilets. CCllr Chopak will investigate the ownership of the wall.

Cllr Ward gave an update on food box provisions. Boxes are now being made up as and when they are needed.

## 7. Planning

Any late applications received will be discussed under this section

### 7a. To discuss and make a Consultee comment on Application:

None

### 7b. Decisions

**PA20/04985** | Notification of proposed works to trees in a Conservation Area namely pruning to 5 Ash trees | Regent House Week St Mary Holsworthy Cornwall EX22 6UJ. **Decided not to make a TPO**

**PA20/02264** | Change of use of 1 no. live work dwelling (no 2 The Old Garage) permitted under E1/2006/01642 to unrestricted residential use free from occupancy restrictions. | 2 The Old Garage Week St Mary Holsworthy Cornwall EX22 6UP. **Approved with conditions**

## 8. Portfolio Reports:

**Public Transport** – Nothing to report.

**Community Policing** – Nothing to report.

**Playground** – The climbing tower and slide structure has been removed by Cllr Smeeth and Cllr Slade prior to re-opening. A parent has requested that both baby swings are reinstated. Cllrs agreed with this request. Cllr Smith will be obtaining quotes for new play equipment over the next few weeks.

Cllr Pearce felt strongly the £10,000 grant should be ring-fenced for the play equipment.

**Proposed: Cllr Pearce                      Seconded: Cllr Peters 6 for /1 against                      20/030**

Cllr Slade has received a request from a resident about the possibility of erecting netting around the tennis court. Cllrs will look at this as part of the play area refurbishment.

Cllr Ward reported the screws on the skate ramp have become prominent. Thanks is extended to Keith Cozens for doing the repairs.

**Highways, Footpaths & Greens** – Cllr Cluney has liaised with Phil Doren and drainage work has been carried out at the bottom of Hartham Lane near the footbridge. It's hoped this will allow the Swannacott footpath to be used all year round.

Cllr Slade reported the 30mph sign coming into the village from Wainhouse Corner is very faded. CCllr Chopak will contact highways to get this replaced.

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

**BAN** – The next meeting is on the 5<sup>th</sup> October and will be focussed on planning matters.

## 9. Correspondence

CALC Newsletter

Covid-19 updates from Cornwall Council

Email regarding trees at The Rectory – discussed earlier.

## 10. Agenda Items

1. To **resolve to adopt** the following policies (previously circulated)

Financial Regulations  
Risk Assessment Policy  
FOI Policy  
Complaints handling  
Recording Policy  
Social Media Policy

Cllrs discussed the policies and resolved to adopt the above policies.

**Proposed: Cllr Pearce      Seconded: Cllr Slade      unan      20/031**

2. To **discuss** and **resolve** to approve the budget 21/22

Cllrs have deferred this item to October.

3. To **sign** Clerks Pension Form

Form to be signed by the Chairman.

**Proposed: Cllr Smith      Seconded: Cllr Pearce      unan      20/032**

## 11. Accounts

### Balances 1<sup>st</sup> September 2020

|                 |            |
|-----------------|------------|
| Current Account | £45,970.36 |
| Reserve Account | £0.69      |

### 11a. To approve Accounts for Payment including:

|  |                            |     |         |
|--|----------------------------|-----|---------|
| Chadds                                 | Sanitiser Gel              | Chq | £66.00* |
| Clerk                                  | Wages (Jul + Aug)          | Chq | £487.02 |
| Clerk Pension (as agreed October 2019) | Virgin Money Pension       | Chq | £25.12  |
| HMRC                                   | Tax Q2                     | Chq | £179.60 |
| Parish Hall                            | Donation                   | Chq | £250.00 |
| Football Club                          | Grass Cutting              | Chq | £375.00 |
| Booker Farm Services                   | Paper for Magazine         | Chq | £255.36 |
| Jeremy Ward                            | Expenses for gel dispenser | Chq | £71.99  |

### 11b To note Income

£10,000 Cornwall Council Small Business Grant

**Proposed: Cllr Pearce      Seconded: Cllr Cluney      unan      20/033**

## 12. Items for October 2020

Budget 21-22  
Village Signs & Planters  
Play Park refurbishment  
Tennis court netting

**The Meeting closed at 21:00**

**The date of the next Ordinary Meeting will be on Thursday 1<sup>st</sup> October 2020**