

# Week St. Mary Parish Council

Minutes for the Ordinary Meeting  
Tuesday 12<sup>th</sup> March

**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. **The Opening, Councillors present**  
The Meeting was opened by Cllr Ward at 1930, with 4 Councillors present; Cllr Pearce, Cllr Johns, Cllr Slade, Cllr Cluney. Beth Sachs – Clerk

3. **To receive Apologies for absence with reasons**  
Cllr May  
Cllr Stephens  
Cllr Smith  
Cllr Harris

It was **resolved** to accept the apologies  
**Proposed: Cllr Slade    Seconded: Cllr Cluney    unan    18/068**

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 7<sup>th</sup> Feb 2019.  
**Proposed: Cllr Johns    Seconded: Cllr Pearce    unan    18/069**

6. **To receive Clerk's report on Matter's Arising:**  
Community Chest Grant £200 - Clerk has applied for the grant and is awaiting the outcome.  
War Memorial - Clerk will include the War Memorial on next years quote.  
Light in toilets - Clerk to contact Ben Johns of Webb Electrical.  
Local Devolution Fund - Clerk to report to the community link officer regarding meeting the terms and conditions of the 2017 grant.

7. **Planning**  
Any late applications received will be discussed under this section

### 7a. Applications

**PA19/01125** | Extension to dwelling | Annas Cottage Week St Mary Holsworthy Cornwall EX22 6UN  
Cllrs resolved to make no comment

**Proposed: Cllr Johns    Seconded: Cllr Cluney    unan    18/070**

### 7b. Decisions

8. **Portfolio Reports:**  
**Public Transport** – nothing to report  
**Community Policing** – nothing to report  
**Playground** – Cllr Cluney has completed the playground audit. Clerk awaiting tenders for work needed.

**Highways, Footpaths & Greens** – Cllr Cluney has reported new potholes to Cornwall Council using their online system. Concern has been raised about the state of the road around Haydah. Clerk to contact Cornwall Council stating concerns. Cllr Johns kindly washed the ‘Week St Mary’ village signs last week. Cllr Slade reported unsafe tree’s on the boundary of Treetops and Church Mews, with one large tree falling in the recent high winds. Clerk to contact the tree officer at Cornwall Council and report safety issues. Ron Jewell is currently undertaking repair work to the village benches.

**Adult Social Care** – nothing to report

**BAN** – nothing to report

**Neighbourhood Plan** – nothing to report

## 9. Correspondence

CALC Newsletter

Friends of Week St Mary Church/Churchyard

## 10. Agenda Items

1. To **discuss** and **resolve** on Community Benefit and applications received.  
No applications received.

3. To **discuss** and **resolve** on remembrance bench  
Cllr Smith circulated examples and prices of WW1 remembrance benches prior to the meeting. Clerk to apply for a community chest grant when it re-opens in April. Cllrs chose the War Horse bench and a detailed quote will be obtained in time for the next meeting.

**Proposed: Cllr Cluney Seconded: Cllr Johns unan 18/071**

4. To **discuss** and **resolve** on graveyard donations  
Clerk received email from Sue Dyer (Friends of Week St Mary Church) regarding the Parish Councils annual donation to the Church graveyard. Cllrs resolved to make a £150 donation to the Church graveyard for 2018/19.

**Proposed: Cllr Ward Seconded: Cllr Pearce unan 18/072**

5. To **discuss** Annual Parish Meeting arrangements  
Annual Parish Meeting is scheduled for 25<sup>th</sup> April 2019. Clerk to put advert in the Magazine requesting village organisations to put in short report detailing their activities for the year.

**Proposed: Cllr Ward Seconded: Cllr Pearce unan 18/073**

6. To **discuss** Emergency Plan.  
It was agreed to defer this item to the April meeting. The draft plan was circulated to Cllrs for review.

7. To **discuss** and **resolve** on co-option of new councillor.  
Vacancy is noted and Cllrs are actively recruiting.

**Proposed: Cllr Ward Seconded: Cllr Slade unan 18/074**

## 11. Accounts

### Balances 28<sup>th</sup> Feb 2019

Current Account	£24,651.53
Reserve Account	£ .69
Monmouth BS	£ 7,584.31
Community Benefit	£ 5308.35

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

Clerk	Wages & mileage	Chq	1602	£194.99
J Sachs	Toilets	Chq	1603	£75.00
Friends of Week St Mary Church and Graveyard		Chq	1604	£150.00

**11b To note Income**  
none

**Proposed: Cllr Slade    Seconded: Cllr Cluney    unan    18/075**

**13. Items for April Agenda.**

- Tenders for War Memorial and Playground
- Internal auditor appointment
- Review Standing Orders
- Methodist Graveyard donation
- Emergency Plan

**The Meeting closed at 21:00**

**The date of the next Ordinary Meeting will be Thursday 4<sup>th</sup> April 2019**

DRAFT