

Week St. Mary Parish Council

Minutes for the Ordinary Meeting
Monday 13th 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**

Zoe Burnard-John the new Community Link Officer for Bude area gave a brief introduction about her role and the work she does to support CCllr Chopak. Zoe's specialism is in Neighbourhood planning and she encouraged the parish council to contact her if they wish to progress a Neighbourhood Plan for Week St Mary.

CCllr Chopak reported that:

- Cornwall Council's annual meeting is to be held next week where they will elect a new leader and portfolio holders.
- Cornwall Council has under spent this year by £1.1m, meaning a larger allocation has been awarded to the adult social care budget.
- Cllr May reported a manhole collapsing near Westcott Lane and requested CCllr Chopak to follow this up.

1 member of the public was present.

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

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

Proposed: Cllr Slade Seconded: Cllr Stephens unan 19/011

Chair signed acceptance of Office

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

Proposed: Cllr Slade Seconded: Cllr Stephens unan 19/012

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: It was agreed to send a letter to Mr Dorren thanking him for his work as Footpath Co-Ordinator on behalf of the Parish Council and to ask if he can continue in this role. The footpaths are highly valued by the community.

Proposed: Cllr May Seconded: Cllr Cluney unan 19/013

3. **The Opening, Councillors present**

The Meeting was opened by Cllr Ward at 1930, with 7 Councillors present; Cllr Smith, Cllr Pearce, Cllr May, Cllr Slade, Cllr Johns, Cllr Cluney, Cllr Stephens. Beth Sachs – Clerk

4. To receive Apologies for absence with reasons

Cllr Harris - personal

It was **resolved** to accept the apologies

Proposed: Cllr Smith Seconded: Cllr May unan 19/014

5. To receive Declarations of Interest & Approve Dispensations

Cllr Ward, Cllr Slade, Cllr Johns item 11.5

6. To receive and approve the Minutes of:

It was **resolved** to approve the minutes of the meeting held on Thursday 4th Apr 2019.

Proposed: Cllr Johns Seconded: Cllr Pearce unan 19/015

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

The WW1 Remembrance Bench has been delivered. Cllrs agreed to organise a ceremony when it's been put in place.

Faded sign at Greenamoor Cross- reported 4/4/2019 **W1922323**. CCllr Chopak will follow this up with Highways.

SWW bill for playing field – Clerk to ascertain whether the football club pay the bill.

EDF contract renewal – contract signed and Clerk to send to EDF

Jon Parkin donation (£35 each to WSM Churchyard and Methodist Churchyard) in lieu of payment for cleaning the war memorial. The Cllrs would like to extend thanks to Jon and Dan for doing a great job.

Defibrillator training – Clerk to arrange training with Stephen Matthews from South West Ambulance Service.

8. Planning

Any late applications received will be discussed under this section

7a. Applications

No applications

7b. Decisions

PA19/01125 | Extension to dwelling | Annas Cottage Week St Mary Holsworthy Cornwall EX22 6UN.
APPROVED

9. Portfolio Reports:

Public Transport – nothing to report.

Community Policing – nothing to report.

Playground / Playing Field – no new maintenance issues.

Highways, Footpaths & Greens – Cllr Cluney reported a large overhanging branch at Waxhill. CCllr Chopak will follow this up with Cornwall Council.

Adult Social Care – Cornwall Care is visiting the village now three times a day. There is still an issue with overnight care but a step in the right direction.

BAN – Cllr Ward and Cllr Pearce attended the meeting. Stratton MIU closure was discussed, particularly the issues around staffing. The MIU will remain closed until at least October but a focus group is looking into ways to develop the facility in the future. The next Area Network meeting will be on the 8th July and will focus on health.

Neighbourhood Plan – nothing to report.

10. Correspondence

Bude CNA Highways scheme - email forwarded 23 April. 4 mobile speed limiters are being purchased for use around the area, for a period of 2 months at a time. This will highlight the area's where urgent traffic calming measures are needed.

CALC Newsletter

An email was received from Stephen Peters (Box Tree House) regarding the temporary scaffolding currently erected.

11. Agenda Items

1. To **discuss** and **resolve** on Community Benefit Policy and applications received.
None

2. To **prepare and review** the Annual Governance Statement and **resolve** to **approve** it (Annual Governance and Accountability Return 2018/2019).
Cllrs resolved to approve the AGAR 2018/2019.
Proposed: Cllr Smith Seconded: Cllr Slade unan 19/016

3. To **consider** and **resolve to approve** (to be signed and dated by the Chairman) the Accounting Statements (Annual Governance Statement and Accountability Return 2018/2019)
Cllrs resolved to approve the Accounting Statement.
Proposed: Cllr May Seconded: Cllr Cluney unan 19/017

4. To **discuss** and **resolve** on co-option of new councillor.
Cllrs proposed to invite Stephen Peters to the next Parish Council meeting.
Proposed: Cllr Ward Seconded: Cllr Johns unan 19/018

5. To **discuss** and **resolve** to make annual payments to Methodist Cemetery and Parish Hall.
Cllrs agreed to make a £60 donation to the Methodist Cemetery and a quarterly payment of £200 to the Parish Hall. Cllrs requested an annual report from the Parish Hall.
Proposed: Cllr Smith Seconded: Cllr May unan 19/019

6. To **discuss** village gateway improvement options.
Deferred to the next meeting.

7. To **discuss** placing posts at the edge of the green's to prevent over parking, hampering the cutting of the green's.
Cllrs agreed to monitor the situation.

12. Accounts

Balances 30th April 2019

Current Account	£ 31,816.89
Reserve Account	£ 0.69
Monmouth BS	£ 7,584.31

12a. To approve Accounts for Payment including:

Beth Sachs	Clerk Wages and Mileage	Chq 1520	£195.67
Cornwall Council	Loan	Chq 1521	£975.00
WSM Football Club	Grass Cutting (Oct 18 – May 19)	Chq 1522	£375.00
Barry Jordan	Internal Audit	Chq 1523	£40.00
Came & Co	Insurance (due 31 st May 2019)	Chq 1524	£499.42
Friends of Week St Mary Churchyard (donation)		Chq 1525	£35.00
Week St Mary Methodist Cemetery (donation J Parkin)+ annual donation		Chq 1526	£95.00
Parish Hall	Donation	Chq 1527	£200.00

12b To note Income

Equitix CB	£1367.97
Precept	£8903.31
VAT Reclaim	£417.90

Proposed: Cllr Cluney Seconded: Cllr Slade unan 19/020

13. Items for June Agenda.

Remembrance bench ceremony.

