

Week St Mary Parish Council

August 1, 2025

I hereby give notice that an Ordinary Meeting of Week St Mary Parish Council will be held at Week St Mary Chapel School Room on **Thursday, August 7, 2025 at 7.30pm.**

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

Press and public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

Agenda

1. **To note councillors present**
2. **To receive apologies for absence with reasons**
3. **To receive Declarations of Interest and approve Dispensations**
4. **To approve the minutes of:**
Ordinary meeting Thursday, June 5, 2025
5. **Public question time** (15 minutes allowed for this – on matters on the agenda only)
6. **To receive County Councillor Nicky Chopak's report on matters arising**
7. **To receive clerk's report on matters arising**
8. **Planning**
Any late applications received will be discussed under this section
- 8a. **To discuss and make a consultee comment on application:**
PA25/04731 – The erection of a dwelling and garage without compliance of Conditions 5 and 6 of Decision Notice E/STE/72/28201 dated 11/12/72. Greenamoor Bungalow, Week St Mary.
- 8b. **Decisions**
PA25/04081 – Works to trees within a Conservation Area – felling of T1(dead Elm), T2 coppice to ground level (multi stem Sycamore) and T3 reduce in height by half to match height of hedge (Lawson Cypress). The Willows, Week St Mary.
DECIDED NOT TO MAKE A TCO (TCA APPS)

PA25/04908 – Prior notification of agricultural or forestry development for a new build shed for storage of agricultural machinery and agricultural farm supplies. Brendon Barton, Boyton **PRIOR APPROVAL NOT REQUIRED (PA/AF/TEL/DEM)**

PA23/09577 – Reserved matters application for 4no dwellings flowing outline consent PA22/07796 dated 07/11/2022. Land west of Ashbury Grove, Week St Mary
APPROVED

8c. Planning - to note

APP/D0840/W/24/3358031 – Development comprising the delivery of a ground mounted solar farm alongside associated infrastructure including distribution substation upgrades with the capacity to deliver approximately 42MW of renewable energy. Land north of Canworthy Water.- to note that the procedure for this appeal has changed from an Informal Hearing to Written Representations.

9. Portfolio Reports:

- **Playground**
- **Highways, Footpaths & Greens**
- **Police / Neighbourhood Watch**

10. Correspondence including (all relevant emails forwarded):

Road closure confirmation (road from Week Green to Highmoor, Week St Mary August 8 8.30am to 3.30pm); Planning News for Local Councils and Agents; Clean Cornwall newsletter.

11. Community Infrastructure Levy and Community Benefit Fund applications

Bright Sparks – extended stage, guard rails and backdrops.

12. Agenda items

1. Footpath project
To discuss the footpath project.
2. Ashbury Grove
To receive solicitor quotes for the transfer of land.
3. Football club lease
To receive an update.
4. Play park slide steps
To receive an update.
5. Grant for playing field
To discuss (Cllr Slade).
6. Treetops
To receive an update.
7. Civility and Respect Roles and Responsibilities Policy
To discuss and adopt.
8. Tech clinic
To further discuss options for a tech clinic.
9. Playing field booking guide and form
To discuss.
10. Social Media Working Group Terms of Reference / Social Media and Electronic Communication Policy
To discuss and adopt.
11. Government Planning Consultation and Working Papers
To receive correspondence from Cornwall Council.

12. EDI statement
To discuss and adopt (Cllr Couch).
13. Goscott trees
To discuss (Cllr Fay).
14. Assets of Community Value
To discuss (Cllr Fay).
15. Local Maintenance Partnership
To note the LMP funding for 2025/6 and discuss work needed.
16. Playing field safety sheets
To discuss updated forms for the playing field safety checks.
17. Village equipment
To discuss the mower (Cllr Willoughby).
18. Bude Park and Ride
To note correspondence about the new scheme.
19. Back Lane, Lambley Corner and parish maintenance
To receive an update.
20. Resignation
To note the resignation of Cllr Louise Stephens.
21. Community Shop
To receive correspondence from Week St Mary Community Shop.
22. Dogs on Beaches consultation
To receive correspondence from Cornwall Council regarding review of existing dog bans on beaches.

13. Accounts

Balances July 23, 2025

- Current account £ 3,433.54
- Reserve account £21,922.71
- Community Benefit Fund £ 4,484.09

13a. To approve accounts for payment including:

Suzanne Cochrane – Salary July (inc HMRC PAYE)	As per contract
Cornwall Pension Fund (July)	As per contract
Suzanne Cochrane – mileage	£ 32.40
Jamie Sachs – toilets	£ 120.00
Jamie Sachs – Greens	£ 150.00
Jamie Sachs – playing field	£290.00
Harley Friend – top field and bank maintenance (June)	£119.00
Harley Friend – roadside verge maintenance / Back Lane	£ 60.00
CALC – Code of Conduct (Cllrs Slade, Johns, Couch, Willoughby)	£120.00
ICO subscription renewal	£47.00
EDF Energy – playing fields	£20.63
EDF Energy - toilets	£65.74
Pennon Water – playing fields	£41.02

Carol Slade – protection oil for play equipment	£ 67.56
Carol Slade – padlock	£ TBC
Booker Farm Services – paper for magazine	£ 186.00

13b To note income

Reserve account interest (July)	£ 20.46
CB Fund interest (July)	£ 4.39

14. Items for September 4, 2025 meeting (date TBC)

15. Exclusion of members of the public and press. To resolve that under s1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as it involves the likely discussion of confidential information.

16. Clerk’s work from home allowance