

Week St Mary Parish Council

December 30, 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 **Wednesday, January 7, 2026 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, December 4, 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:**
PA25/08560 – Rebuild of existing stable building to dependent relative annex. Whits End Farm, Marhamchurch.
- 8b. **Decisions**
None.
- 8c. **Planning - to note**
None.
9. **Portfolio Reports:**
 - **Playground**
 - **Highways, Footpaths & Greens**
 - **Police / Neighbourhood Watch**
 - **Social media / communications**
10. **Correspondence including (all relevant emails forwarded):**

North Cornwall Community Area Partnership Priorities and Budget meeting update; Cornwall Council Town and Parish Council newsletter; North Cornwall CAP Housing Summit meeting agenda; Forest for Cornwall winter newsletter.

11. Community Infrastructure Levy and Community Benefit Fund applications
None.

12. Agenda items

1. CCTV
To receive update on funding bid and to discuss next steps.

2. Park slide steps and grants
To receive an update.

3. Playing field fence
To receive quotes for fence repairs.

4. Risk assessment
To update council's risk assessment.

5. Community Highways Improvement Programme
To discuss submitting an expression of interest.

6. Emergency Plan
To update.

13. Accounts

Balances December 30, 2025

• Current account	£ 6,402.62
• Reserve account (including £954.48 CIL funds)	£22,016.24
• Community Benefit Fund	£ 3,905.14

13a. To approve accounts for payment including:

Suzanne Cochrane – Salary Dec (inc HMRC PAYE and WFH allowance)	As per contract
Cornwall Pension Fund (December)	As per contract
Suzanne Cochrane – mileage	£ 21.60
Jamie Sachs - toilets	£120.00
EDF Energy – toilets	£ 65.74

13b To note income

Reserve account interest (December)	£ 16.03
CB Fund interest (December)	£ 1.48
Equitix solar fund money 2025	£1,871.15
Toilet donations	£ TBC

14. Items for February 5, 2026 meeting