

Week St Mary Parish Council

January 31, 2026

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, February 5, 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 Wednesday, January 7, 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:**
None.
- 8b. **Decisions**
PA25/08560 – Rebuild of existing stable building to dependent relative annex. Whits End Farm, Marhamchurch. **APPROVED**
- 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 CAP housing summit meeting notes; Cornwall Council Town and Parish Council newsletter; Planning training for local councils; Neighbourhood Planning newsletter; Trauma awareness training information; Planning News for Local Councils and Agents; Road closure intention – Week Green to Higher Langdon, Holsworthy May 11 to May 15 (24 hour closure).
- 11. Community Infrastructure Levy and Community Benefit Fund applications**
 David Martin – Week St Mary Community Website.
- 12. Agenda items**
1. Ashbury Grove
To receive an update.
 2. Park slide steps and grants
To receive an update (Cllr Willoughby).
 3. Playing field fence
To receive quotes for fence repairs.
 4. Treetops
To receive an update
 5. LMP 2026/27
To receive documents and to accept the Local Maintenance Partnership 2026/7.
- 13. Accounts**
- Balances January 31, 2026**
- Current account £ 5,231.23
 - Reserve account (including £954.48 CIL funds) £22,052.36
 - Community Benefit Fund £ 3,908.48
- 13a. To approve accounts for payment including:**
- | | |
|---|-----------------|
| Suzanne Cochrane – Salary Jan (inc HMRC PAYE and WFH allowance) | As per contract |
| Cornwall Pension Fund (January) | As per contract |
| Suzanne Cochrane – mileage | £ 21.60 |
| Jamie Sachs – bills | £TBC |
| Pennon Water – playing field | £ 48.66 |
| Week St Mary Community Shop – items for toilets | £ 26.10 |
- 13b To note income**
- | | |
|------------------------------------|---------|
| Reserve account interest (January) | £ 17.21 |
| CB Fund interest (January) | £ 1.59 |
- 14. Items for February 5, 2026 meeting**