

Week St Mary Parish Council

Minutes – Thursday, February 5, 2026

1. **To note councillors present**
Cllrs C Slade (chair); I Richardson (vice chair); S Gubbin; S May; M Johns and J Ward. Also in attendance: Cllr N Chopak and S Cleave, clerk. 26/24
2. **To receive apologies for absence with reasons**
Cllr Shipton – prior engagement; Cllr Couch – private family reason; Cllr Fay – unwell. The clerk also informed councillors of the resignation of Cllr Willoughby (the process will now take place to advise the casual vacancy). 26/25
3. **To receive Declarations of Interest and approve Dispensations**
None. 26/26
4. **To approve the minutes of:**
Councillors approved the minutes of the ordinary meeting held on Wednesday, January 7, 2025.
Proposed: S May **Seconded: S Gubbin** **Votes: Five in favour, one abstention** 26/27
5. **Public question time** (15 minutes allowed for this – on matters on the agenda only)
None. 26/28
6. **To receive County Councillor Nicky Chopak’s report on matters arising**
Cllr Chopak reported the Cornwall Council budget had been publicised. There are cuts of around £50-million – a lot from natural wastage and shuffling around. She urged the parish council to write to its MP to raise the issue of broadband and internet as soon people will lose their landlines. She said it was proven in the recent storm that there may be no internet, and people still need landlines in villages such as Week St Mary. The next North Cornwall Community Area Partnership meeting will be held on March 9 at the Parkhouse Centre in Bude. This will be a face-to-face meeting, focussed on the subject of young people. Questions will be asked such as what do people under 16 do after school? Any input would be well received. 26/29
7. **To receive clerk’s report on matters arising**
The clerk’s report was noted. 26/30
8. **Planning**
Any late applications received will be discussed under this section
- 8a. **To discuss and make a consultee comment on application:**
None. 26/31
- 8b. **Decisions**
The following decision was noted:
PA25/08560 – Rebuild of existing stable building to dependent relative annex. Whits End Farm, Marhamchurch. APPROVED 26/32
- 8c. **Planning - to note**
None. 26/33

9. Portfolio Reports:

- **Playground**

The clerk will speak to Jamie about the repairs to the tennis court and skate ramp. Cllr Ward had put up some of the safety netting along the fence and had a piece to do, but the weather has been a hindrance. The playing field inspection has been carried out and this will be on the next agenda. 26/34

- **Highways, Footpaths & Greens**

Cllr Slade extended thanks to Cllr Gubbin and Cllr Richardson for moving the speed indicator sign. She had received a call from South West Water asking if the village was happy with the water pressure. As far as she was aware, people seemed happy at the moment. Apparently, there is a leak somewhere in the village, which SWW are trying to find. She also reported that the salt bin at the top of the hill had been filled. Cllr Gubbin said the pothole situation needs looking at. He said the council could save money on the time and the number of workers sent out to repair potholes. Cllr Slade said the ditch from Broad Close to Delabole Head and from North Park to Goscott Corner needs sorting. Cllr Richardson said a 30mph sign concrete base has been pulled out of the ground at Stewarts Road. Cllr May said there was a huge flood on the blind bend from Greenamoor Cross to Whitstone. The clerk reported that the footpath repair that had been carried out outside Week Green is not the responsibility of Highways, but Cornwall Housing. She will go back to Cornwall Housing to say the council is not happy with how the footpath has been left. 26/35

- **Police / Neighbourhood Watch**

No report. 26/36

- **Social media / communications**

Cllr Couch submitted a report and said all submissions on to Facebook have been meaningful and informative. 26/37

10. Correspondence including (all relevant emails forwarded):

The following correspondence was noted: 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). 26/38

11. Community Infrastructure Levy and Community Benefit Fund applications

David Martin – Week St Mary Community Website – This will be looked at with other applications in April. 26/39

12. Agenda items

1. Ashbury Grove

Councillors voted in favour of writing to Parnalls to explain there are not happy with the length of time the land transfer is taking, and to find out what the hold up is. Councillors said they may not be happy to take on the land if the offer of the money is withdrawn. The clerk will also write to Stuart Wallace from Cornwall Council to update him and to let him know we are trying to find out a reason for the delay.

Proposed: S Gubbin

Seconded: S May

**Votes: Four in favour,
two abstentions 26/40**

2. Park slide steps and grants
No information has yet been provided by Cllr Willoughby, however she has said she will forward to the clerk. 26/41

3. Playing field fence
The council discussed a number of quotes. It was proposed to go with Neil Holding, replacing 125 metres of fencing. The funds would come from the VAT reclaim money and the received CIL money.
Proposed: S May Seconded: S Gubbin Votes: Unanimous 26/42

4. Treetops
Cllr Chopak said she had contacted the Neighbourhood Police regarding people accessing the site. Police officers will be visiting on a regular basis. It has also been reported to Cornwall Council planning enforcement as it is an abandoned building. It was proposed to write to the owners to inform them of the issues that have been happening. It was also suggested to give a deadline of when the parish council would like the site to be tidied and cleared. This will be sent by recorded delivery.
Proposed: S Gubbin Seconded: C Slade Votes: Unanimous 26/43

5. LMP 2026/27
Councillors received the 2026/27 Local Maintenance Partnership documents and proposed to accept the offer.
Proposed: J Ward Seconded: M Johns Votes: Unanimous 26/44

13. Accounts

Balances January 31, 2026

• Current account	£ 5,314.39
• 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 – toilets	£ 120.00
Pennon Water – playing field	£ 48.66
Week St Mary Community Shop – items for toilets	£ 26.10
Booker Farm Services – paper for magazine	£ 174.00
Westernweb -renewal of webspace and emails	£ 182.40
Stinkyink – office printer ink	£ 64.74
S Cleave – postage (HMRC VAT papers)	£ 3.15
C Slade – Land Registry search	£ 7.00

13b To note income

Reserve account interest (January)	£ 17.21
CB Fund interest (January)	£ 1.59

Councillors approved the payments and accounts.

Proposed: S May Seconded: I Richardson Votes: Unanimous 26/45

14. Items for March 5, 2026 meeting

Treetops; Ashbury Grove land transfer; football club lease.

The meeting closed at 8.50pm.

DRAFT