

Week St Mary Parish Council

February 26, 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, March 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, February 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:**
PA26/00009 – New agricultural entrance. Colbay, Week St Mary.
- 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):**
Cornwall Council Town and Parish Council newsletter; CRCC Rural and Coastal newsletter.

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

12. Agenda items

1. Ashbury Grove
To receive an update.
2. Football club lease
To receive an update
3. Playing field fence
To confirm supplier.
4. Treetops
To receive an update
5. Council vacancies
To receive an update on the council vacancies.
6. ROSPA play inspection
To receive correspondence on ROSPA play inspection training.
7. Parish council social media
To receive an update

13. Accounts

Balances February 26, 2026

- Current account £ 5,000.85
- Reserve account (including £954.48 CIL funds) £22,068.43
- Community Benefit Fund £ 3,911.18

13a. To approve accounts for payment including:

Suzanne Cochrane – Salary Feb (inc HMRC PAYE and WFH allowance)	As per contract
Cornwall Pension Fund (February)	As per contract
Suzanne Cochrane – mileage	£ 43.20
Jamie Sachs – bills	£TBC
J D Retallick – hedge cutting	£210.60
The Play Inspection Company – 2025 inspection	£312.00
EDF Energy – toilets electricity	£ 65.74
Week St Mary Parish Hall (1 of 4 payments – CB Fund)	£500.00

13b To note income

Reserve account interest (February)	£ 16.07
CB Fund interest (February)	£ 2.70
HMRC VAT reclaim	£1,178.42
Week St Mary Football Club (electricity and water bills)	£ 221.97

14. Items for April 2, 2026 meeting