

Week St Mary Parish Council

Minutes – Thursday, March 5, 2026

1. **To note councillors present**
Cllrs C Slade (chair); I Richardson (vice chair); R Shipton; M Johns; S Gubbin; S May; J Ward and T Fay. Also in attendance: Cllr N Chopak; S Cleave, clerk and two members of the public. 26/46
2. **To receive apologies for absence with reasons**
None. 26/47
3. **To receive Declarations of Interest and approve Dispensations**
Cllr May – PA26/00009; Cllr Fay – football club lease. 26/48
4. **To approve the minutes of:**
Councillors approved the minutes of the Ordinary meeting held on Wednesday, February 5, 2026.
Proposed: S Gubbin Seconded: S May Votes: Unanimous 26/49
5. **Public question time** (15 minutes allowed for this – on matters on the agenda only)
Pady Fay from the football club asked if they could have their bills monthly to help cash flow. 26/50
6. **To receive County Councillor Nicky Chopak’s report on matters arising**
Cllr Chopak reported that the budget was passed at the recent full council meeting. There will be a 4,99% increase in council tax, with 2% of this going to adult social care. There has been talk recently of proposed car park charges. None of the car parks proposed were passed, but these will now go to Cabinet. Almost 9,000 people responded to the consultation. Cllr Chopak reported that there were lots of applicants for the Community Highways Improvement Programme. Parishes will have to wait and see if they are successful. The CAP meeting on Monday will focus on young people. 26/51
7. **To receive clerk’s report on matters arising**
The clerk’s report was noted. She confirmed the resignation of Cllr Nick Couch. The April council meeting will be held on Wednesday, April 1 from 7pm to 7.45pm. This will be followed by the Annual Parish Meeting. The council has also received a refund from the Week St Mary Community Shop of £500 from the £1,250 grant given from the parish council in October. This follows a donation from a resident and an increase in the remuneration from running the Post Office. The clerk will write to offer the council’s thanks. 26/52
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.
Councillors raised no objection to the plans.
Proposed: S Gubbin Seconded: R Shipton Votes: Seven in favour. 26/53
- 8b. **Decisions**
The following was noted:

PA26/00316/PRE Exception notice for work to one Elm and three Beech trees. Box Tree House, Week St Mary. **CLOSED - ADVICE GIVEN 26/54**

8c. Planning - to note

None.

26/55

9. Portfolio Reports:

• **Playground**

Cllr Shipton reported that the bank has slipped a bit with the heavy rain. The clerk will chase the repairs to the tennis court.

26/56

• **Highways, Footpaths & Greens**

Lots of potholes have been reported. The ditch has been sorted at Goscott Corner. They have been out twice to Foxhole, but there is still water there, so a third visit is needed. Cllr Slade said an email was received about Downrow. The clerk will respond and explain that as it is being dealt with by Cornwall Council, the parish council won't respond at this stage.

26/57

• **Social media / communications**

No report.

26/58

10. Correspondence including (all relevant emails forwarded):

The following correspondence was noted: Cornwall Council Town and Parish Council newsletter; CRCC Rural and Coastal newsletter.

26/59

11. Community Infrastructure Levy and Community Benefit Fund applications

None.

26/60

12. Agenda items

1. Ashbury Grove

The clerk received an update from Parnalls to say the developer's solicitors are ignoring correspondence and do not seem willing to take matters forward.

26/61

2. Football club lease

The clerk has received a lease in draft form from the solicitors. This will be looked at by councillors and discussed again at the next meeting. However, the council has been informed of a significant increase in the cost, an increase the council was not made aware of. Councillors resolved for the clerk to write to Parnalls to query the increase, stating that the council has waited in the region of 12 months and the cost is a lot more than the solicitor originally envisaged.

Proposed: C Slade Seconded: S Gubbin Votes: Seven in favour. 26/62

3. Playing field fence

Cllr Ward will go back to the supplier to confirm the order. If they are able to include the wire in the price stated, the council is happy to go with that.

Proposed: I Richardson Seconded: S Gubbin Votes: Unanimous 26/63

4. Treetops

No update.

26/64

5. Council vacancies

There are now two vacancies on the parish council following the resignations of Anna Willoughby and Nick Couch. One vacancy can now be advertised, and the clerk will await notification from Cornwall Council that the statutory time has passed and, in no

election was called for, the second vacancy will also be advertised. Anyone interested is asked to contact the clerk for more information. 26/65

6. ROSPA play inspection
CALC are hoping to organise a local ROSPA training session for council employees who carry out weekly play area inspections. The clerk has submitted an expression of interest and will wait for more details. 26/66

7. Parish council social media
The parish council Facebook was set up by former councillor Couch, who has said as it was set up with his Facebook account, it will need to be deleted and the parish council start again. The clerk will wait for the deletion of the old Facebook page before a new one is set up. 26/67

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	£120.00
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
Week St Mary Chapel (room hire April 2025 to March 2026)	£198.00

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

Councillors approved the payments and accounts.

Proposed: R Shipton Seconded: I Richardson Votes: Unanimous 26/68

14. Items for April 2, 2026 meeting

Water prices.

The meeting closed at 8.50pm.