

Week St Mary Parish Council

March 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 **Wednesday, April 1, 2026 at 7pm.**

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, March 5, 2026.
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:**
PA26/00522 – Roofing over existing agricultural yard area subject to CSF endorsement. Higher Whiteleigh Farm, Whitstone.
- 8b. **Decisions**
None.
- 8c. **Planning - to note**
None.
9. **Portfolio Reports:**
 - **Playground**
 - **Highways, Footpaths & Greens**
 - **Social media / communications**

- 10. Correspondence including (all relevant emails forwarded):**
North Cornwall Community Area Partnership March 9 meeting action notes; Cornwall Council Town and Parish Council newsletter; Local Plan and Local Councils' Involvement information.
- 11. Community Infrastructure Levy and Community Benefit Fund applications**
David Martin – village website.
- 12. Agenda items**
1. Ashbury Grove
To receive an update.
 2. Football club lease
To receive an update
 3. Venue for meetings
To discuss.
 4. Co-option
To receive an update on the parish council vacancies.
 5. AGAR – internal auditor
To appoint an internal auditor for the 2025/26 AGAR.
- 13. Accounts**
- Balances March 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 March (inc HMRC PAYE and WFH allowance) | As per contract |
| Cornwall Pension Fund (March) | As per contract |
| Suzanne Cochrane – mileage | £ 32.40 |
| Jamie Sachs – bills | £TBC |
| S Cochrane – postage Treetops recorded letter | £ 9.25 |
- 13b To note income**
- | | |
|----------------------------------|---------|
| Reserve account interest (March) | £ 16.07 |
| CB Fund interest (March) | £ 2.70 |
- 14. Items for May 7, 2026 meeting**