

Week St Mary Parish Council

July 30, 2026

I hereby give notice that an Ordinary Meeting of Week St Mary Parish Council will be held at Week St Mary Parish Hall on **Thursday, August 6, 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

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, July 2, 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:**
None.
- 8b. **Decisions**
PA26/03009 – Roofing over existing agricultural yard area subject to CSF endorsement. Higher Whiteleigh Farm, Whitstone **APPROVED**

PA26/05040 – Prior notification of agricultural or forestry development for hay/machinery storage building. Haywoods, Week St Mary.
PRIOR APPROVAL NOT REQUIRED

PA26/04469 – Prior notification of agricultural or forestry development for tracks are required as upgrade with CSF approval. Brendon Barton. Boyton
PRIOR APPROVAL NOT REQUIRED
- 8c. **Planning - to note**
PA26/04649 – Proposed Lawful Development Certificate (Listed Building) to remove 1970s window due to extensive decay and replace like for like in design using Accoya timber. The College, Week St Mary (Parish councils are not consulted on Lawful Development Certificates).

9. Portfolio Reports:

- **Playground**
- **Highways, Footpaths & Greens**
- **Social media / communications**

10. Correspondence including (all relevant emails forwarded):

North Cornwall Community Area Partnership meeting information (transport); Cornwall Council Town and Parish Council bulletin – building local benefit through community ownership – community energy; Local council training – housing viability (September 16) and changes to planning committees and protocol (September 23); planning consultation draft validation guide consultation; Cornwall Council affordable housing newsletter; Cornwall Council Town and Parish Council newsletter.

11. Community Infrastructure Levy and Community Benefit Fund applications

* None (next round – October)

12. Agenda items

1. Football club lease
To receive an update.
2. Ashbury Grove
To receive an update.
3. Christmas tree
To receive an update.
4. Toilet supplies
To discuss.
5. Finance projection
To receive finance review from April to August.
6. Noticeboard
To discuss the need for a new noticeboard.
7. Bank accounts
To confirm move to Unity Bank at £7 a month.

13. Accounts

Balances July 30, 2026

- | | |
|--------------------------|------------|
| • Current account | £ 3,722.94 |
| • Reserve account | £16,252.19 |
| • Community Benefit Fund | £ 2,747.83 |

14a. To approve accounts for payment:

Suzanne Cochrane – salary July (inc HMRC and WFH allowance)	£ as per contract
Cornwall Pension Fund (July)	£ as per contract
Suzanne Cochrane (mileage)	£ 37.44
Electricity toilets	£ 65.74
Electricity playing field	£ 20.71
Pennon Water – playing field	£41.16
Week St Mary Parish Hall – room hire August	£ 14.00
Jamie Sachs – Grass cutting and greens	£150.00
Jamie Sachs – toilets	£120.00

Jamie Sachs – grass cutting, strimming of playing fields	£290.00
Jamie Sachs – Back Lane	£100.00
Lesley Booker – Magazine paper (approved previously)	£47.45

14b To note income

Reserve account interest	£ 12.10
Community Benefit Fund interest	£ 2.26

15. Items for September 3, 2026 meeting (date TBC)