

Week St Mary Parish Council

September 5, 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 **Monday, October 1, 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 Monday, September 7, 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:**
PA26/05835 – Proposed incorporation of existing annex as extension to existing dwelling. Hawthorns, Steel Hill House, Stewarts Road, Week St Mary.

PA26/06368 – Development comprising the delivery of a ground mounted solar farm alongside associated infrastructure including distribution substation upgrades with the capacity to deliver approximately 42MW of renewable energy with variation of condition 8 of appeal decision no. APP/D0840/W/24/3358031 (Cornwall Council Ref PA23/04306) dated 19/08/2025. Land north of Canworthy Water.
- 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):**
Cornwall Council Town and Parish Council newsletter; Royal Cornwall Hospitals Trust public meeting details; road closure – Wax Hill to Clifton Cottages September 15 to 21; Cornwall Council Affordable Housing newsletter; Let's Talk About Cornwall survey.

- 11. Community Infrastructure Levy and Community Benefit Fund applications**
* Week St Mary Parish Council – defibrillator.

12. Agenda items

1. Christmas tree
To receive an update.
2. Grants
To discuss applying for grants.
3. Toilets
To receive an update on the public toilets.
4. AGAR
To note the final AGAR report from BDO LLP.
5. Lambley Corner
To discuss cutting.
6. Parking in the village
To receive concerns regarding parking on and around the junction at the Old Orchard Inn.
7. Treetops
To receive an update.
8. Football club lease
To discuss next steps.

13. Accounts

Balances September 25, 2026

- | | |
|--------------------------|------------|
| • Current account | £12,880.36 |
| • Reserve account | £16,274.52 |
| • Community Benefit Fund | £ 2,251.60 |

14a. To approve accounts for payment:

Suzanne Cleave – salary September (inc HMRC and WFH allowance)	£ as per contract
Cornwall Pension Fund (September)	£ as per contract
Suzanne Cleave (mileage)	£ 37.44
Electricity toilets	£ 65.74
Pennon Water – playing field	£28.35
Week St Mary Parish Hall – room hire October	£ 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 – repairs to swing in playing field	£ 25.00
S Cleave – toilets spray and hand wash	£ 2.56
S Cleave – floor brush (Amazon)	£11.98

S Cleave – A4 paper	£ 4.90
Direct365 – toilet roll dispenser and one case of paper	£44.02

14b To note income

Cornwall Council – second precept payment	£13,500.00
Reserve account interest	£ 10.60
Community Benefit Fund interest	£ 1.79

15. Items for November 5, 2026 meeting (date TBC)