

Week St Mary Parish Council

October 31, 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, November 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

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, October 1, 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:**
PA26/07532 – Application for Permission in Principle for the construction of up to 9 dwellings (minimum of 1, maximum of 9). Land forming part of Causey, Week St Mary.

PA26/00001/NDP – Poundstock Neighbourhood Development Plan.
- 8b. **Decisions**
PA26/05160 – Demolish existing sub-standard lean-to kitchen and replace with new two-storey extension. Week Green Cottage, Week St Mary **APPROVED**

PA26/05381 – Full planning application for the erection of 3 dwellings following Class Q approval with variation of Condition 2 of decision notice PA25/06605 dated 19.11.2025. Greenamoor Park, Week St Mary **APPROVED**
- 8c. **Planning - to note**
PA26/07427 – Prior Approval for change of use from agricultural to residential. Barn south east of Greenamoor Bungalow, Week St Mary.

9. Portfolio Reports:

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

10. Correspondence including (all relevant emails forwarded):

Ready Together campaign; Winter Preparedness and Community Resilience online session; Personal safety awareness for councillors session; Have your say on proposed changes to council tax support; Scoping consultation for the Cornwall Local Plan; Cornwall Safer Cornwall Partnership anti-social behaviour strategy consultation; Vision Zero autumn newsletter; Cornwall Council Town and Parish Council newsletter; Community Area Partnership meeting notes.

11. Community Infrastructure Levy and Community Benefit Fund applications

None.

12. Agenda items

1. Cemetery grants
To resolve to pay this year's church and cemetery grants.
2. Christmas tree
To receive an update.
3. National Emergency Briefing
To discuss (Cllr Fay).
4. CCTV
To discuss areas to be covered.
5. Playing field inspection
To resolve for the clerk to book the 2027 inspection.
6. Remembrance
To discuss council's involvement.
7. Treetops
To receive an update.
8. Budget
To discuss the 2027/28 budget.

13. Accounts

Balances October 31, 2026

- | | |
|--------------------------|------------|
| • Current account | £16,722.36 |
| • Reserve account | £16,298.41 |
| • Community Benefit Fund | £ 2,255.03 |

14a. To approve accounts for payment:

Suzanne Cleave – salary October (inc HMRC and WFH allowance)	£ as per contract
Cornwall Pension Fund (October)	£ as per contract
Suzanne Cleave (mileage)	£ 49.92
Electricity toilets	£ 65.74
Week St Mary Parish Hall – room hire November	£ 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
Whitstone Parish Council – East Balsdon payment (made In error to WSM Parish Council)	£6,054.03
Cornwall Council – Code of Conduct training (Cllr Ward and Cllr Andrews)	£ 60.00
Cornwall Council – loan repayment	£ 975.00

14b To note income

East Balsdon wind farm (payment made in error)	£6,054.03
Reserve account interest	£ 11.38
Community Benefit Fund interest	£ 1.57
Wayleave payment	£ 8.19
Wayleave payment	£ 42.51

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