

Week St. Mary Parish Council

Draft minutes – Thursday, May 4, 2023

1. **Election of chairman** (chair to sign the Declaration of Office)
Stuart May was proposed and elected as chairman for 2023/24.
Proposed: S Peters Seconded: S Gubbin Votes: Unanimous 23/116
2. **Election of vice chairman**
Carol Slade was proposed and elected as vice chairman for 2023/24.
Proposed: T Hamlyn Seconded: S Gubbin Votes: Unanimous 23/117
3. **To elect committee and members to outside bodies**
It was decided to leave representatives as they are, and make amendments to the portfolio reports to only include two – Playground and Highways, Footpaths and Greens.
Proposed: S Gubbin Seconded: R Bolt Votes: Unanimous 23/118
4. **Public question time** (15 minutes allowed for this)
Emma Down, the chair of Bude Football Club, addressed the council, along with her son Ben, who is the 1st team manager. She said the club faced a dilemma as there are so many youth teams but they cannot accommodate them all to play. They are carrying out some ground development at the club, and the next two to three seasons, they need somewhere for four youth teams to play on a full-size pitch. They wondered if Week St Mary could accommodate any of the teams on the top pitch. Emma said there would be 20 games in the season, on Sundays. Councillors explained that they would discuss fully later in the agenda, but did note that when the main pitch is wet, Week St Mary Football Club use the top pitch. Emma also told councillors that they were entitled to free CPR and defib training through FLEET. The clerk will liaise with her to arrange a suitable date.

Another member of the public had a planning query relating to a recent application. Cllr May advised her to get in touch with County Councillor Nicky Chopak, who would be able to offer some advice. 23/119
5. **To receive County Councillor Nicky Chopak’s report on matters arising**
No report. 23/120
6. **To note councillors present**
Cllrs S May (chair), C Slade (vice chair), S Peters, S Gubbin, T Hamlyn, R Bolt, M Johns, R Shipton and L Stephens. Also in attendance: S Cleave, clerk, and three members of the public. 23/121
7. **To receive apologies for absence with reasons**
Cllr I Richardson – holiday. Cllr N Chopak. 23/122
8. **To receive Declarations of Interest and approve Dispensations**
None. 23/123
9. **To approve the minutes of:**
Councillors approved the minutes of the Ordinary meeting held on Thursday, March 30, 2023.
Proposed: T Hamlyn Seconded: M Johns Votes: Unanimous 23/124

10. To receive clerk's report on matters arising:

The clerk's report was noted including received papers for this year's AGAR; made initial arrangements for an internal auditor; attended CALC Smaller Councils meeting; completed pension year end with Cornwall Pension Fund; finalised and collected Coronation money boxes; dealt with correspondence (tennis nets, Ashbury Grove); submitted Community Chest application for Coronation bench. 23/125

11. Planning

Any late applications received will be discussed under this section

11a. To discuss and make a consultee comment on application:

PA23/02757 – Application for Lawful Development Certificate for an existing use of lodge as continued C3 (dwelling house use). Whits End Farm, Marhamchurch. Councillors proposed no objection to the application.

Proposed: S Gubbin Seconded: T Hamlyn Votes: Unanimous 23/126

11b. Decisions

The following decisions were noted:

PA23/00931 – Construction of building to cover over existing agricultural yard. Proposed work endorsed to prevent risk of water pollutions from uncovered yards. Higher Whiteleigh Farm, Whitstone. Approved

PA23/00922 – Listed Building Consent. Repair of C20th single storey lean-to roof with new covering at rear of property. Church Cottage, Week St Mary Approved
23/127

11c. Planning - to note

The following was noted by councillors:

PA23/03250 – Prior approval for alteration of existing road or highway for agricultural use. Exeworthy Farm, Week St Mary (no parish council consultation) 23/128

12. Portfolio Reports:

- **Playground**

It was noted that again, the council has had several complaints about children playing on the play equipment in their muddy boots. It is unfair for other children who come along to play on it. The volunteers who have constantly been cleaning it up are getting fed up of it. If it continues, the council will have to take steps to address the matter.

Cllr Hamlyn reported that the footpaths do not meet current regulations with regards to width (for wheelchairs and pedestrians). Cllr May said a site meeting should be held to decide to review the existing paths, and to speak with Cllr Chopak regarding funding. Cllr Peters to call Cllr Chopak and it will possibly be placed on the June agenda.

Cllr Hamlyn reported that he had been down on the lower level. There was water running, but he has sorted the issue. A few potholes have been reported to Cornwall Council. 23/129

- **Highways, Footpaths & Greens**

Cllr Shipton reported that there were tyre tracks on the corner of Lambley Park. Cllr May said he would drag the roller over it.

Cllr Hamlyn also noted there was constant water in the gateway. This will be monitored. 23/130

13. Correspondence

The following correspondence was noted: Town and Parish Council newsletter; planning news for local councils; Good Growth event in Liskerret; Good Growth funding workshop in Bude. 23/131

14. Agenda items

1. Bude Football Club
Councillors had an informal discussion with the club. Although councillors were sympathetic to their cause, due to the fact that Week St Mary has a very active football club, they did not think it would work, and unfortunately would not be able to help with their request. Cllr May to put them in contact with another club that may possibly be able to help.
Proposed: S Peters Seconded: R Bolt Votes: Unanimous 23/132
2. Week St Mary Football Club
Nothing to discuss. Cllr Bolt said the electricity tripping the switch had been rectified. Cllr Slade has had extension cables PAT tested. 23/133
3. Toilets
Jamie Sachs had agreed to put the solar lights up. The clerk to order a couple of signs for the toilet money.
Proposed: S May Seconded: S Gubbin Votes: Unanimous 23/134
4. Budget update
This item to be deferred until the June meeting. 23/135
5. Citizens Advice figures and request for funding
Councillors received figures from Citizens Advice for the number of people in the parish they have helped, along with a request for funding. Councillors proposed to donate £100 as a gesture.
**Proposed: S Peters Seconded: R Bolt Votes: eight in favour,
one against 23/136**
6. Sign for park – to finalise wording
Councillors agreed the wording for a sign in the park. Clerk to order.
Proposed: R Shipton Seconded: S Gubbin Votes: Unanimous 23/137
7. Internal auditor
Councillors approved the clerk to appoint an internal auditor for this year's AGAR.
Proposed: S May Seconded: S Peters Votes: Unanimous 23/138

15. Any other business

The clerk informed the council that Forest for Cornwall were offering a free Landmark Tree to every parish and town council in Cornwall. Councillors agreed for the clerk to apply for one. 23/139

16. Accounts

Balances April 27

- Current account £ 9,045.92
- Reserve account £28,956.36

16a. To approve accounts for payment including:

Suzanne Cochrane – Salary April	£364.00
HMRC (PAYE)	£ 91.00
Cornwall Pension Fund (April)	£ 89.18
Suzanne Cochrane (mileage, collecting money boxes, stationery)	£72.70

CALC – annual CALC/NALC subs	£361.28
Jamie Sachs (toilets April)	£120.00
Jamie Sachs (greens April)	£150.00
Jamie Sachs (toilets spring clean April)	£120.00
Jamie Sachs (Lambley Corner grass cut April)	£60.00
Bright Sparks grant (approved last meeting)	£800.00
EDF Energy toilets	£12.00
Suzanne Cochrane (solar motion sensor lights)	£35.99
Trevor Hamlyn (SJ & MO Parnell petrol for mower)	£30.19

16b To note income

Reserve account interest	£24.57
Cornwall Council – first half of precept	£10,329.46

Councillors approved the accounts as an accurate record.

Proposed: C Slade Seconded: R Bolt Votes: Unanimous 23/140

13. Items for June 1 meeting

Budget. 23/141

The meeting closed at 9.05pm.

DRAFT