

Week St. Mary Parish Council

May 26, 2023

I hereby give notice that the Annual Meeting of the Week St. Mary Parish Council will be held at Week St Mary Chapel School Room on **Thursday, June 1, 2023 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. **Public question time** (15 minutes allowed for this)
2. **To receive County Councillor Nicky Chopak's report on matters arising**
3. **To note councillors present**
4. **To receive apologies for absence with reasons**
5. **To receive Declarations of Interest and approve Dispensations**
6. **To approve the minutes of:**
Ordinary meeting Thursday, May 4, 2023.
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 received.
- 8b. **Decisions**
 - * PA23/02757 – Application for a Lawful Development Certificate for an existing use of a lodge as continued C3 (dwellinghouse use). Whits End Farm, Marhamchurch.
Granted (CAADs, PIPs and LUs only)
 - * PA23/01678 – Construction of building to cover over an existing agricultural feed yard. Higher Whiteleigh Farm, Whitstone. **Approved**
 - * PA23/00988 – The use of land for domestic purposes incidental to the enjoyment of Regent House. Regent House, Week St Mary. **Approved**
 - * PA23/03250 – Prior approval for alteration of an existing road or highway for agricultural use. Exeworthy Farm, Week St Mary. **Prior approval not required**
- 8c. **Planning - to note**
None.
9. **Portfolio Reports:**
 - **Playground**
 - **Highways, Footpaths & Greens**

- 10. Correspondence including (all relevant emails forwarded):**
Affordable housing newsletter; Community Area Partnership information; Cornwall Council off-street parking newsletter; Cornwall Council Town and Parish Council newsletter.

11. Agenda items

1. Budget update
To receive update from Cllr Peters
2. Process for consideration of grants
To discuss the process used for the issuing of grants
3. AGAR
To receive the internal audit report and recommendations
4. Week St Mary Community Shop
To note letter received from the shop
5. Playing field inspection
To receive the inspection report for the playing fields
6. Marhamchurch Neighbourhood Plan
To receive a draft copy of the plan and consider commenting or supporting
7. Bude & Camelford Community Area Partnership
To receive information on the set up on the new CAP, the date of the inaugural meeting and to nominate a council representative

12. Any other business

Any business to be discussed since the publishing of the agenda.

13. Accounts

Balances May 26, 2023

- Current account £ 7,571.23
- Reserve account £28,177.41

13a. To approve accounts for payment including:

Suzanne Cochrane – Salary May	£ 364.00
HMRC (PAYE) May	£ 91.00
Cornwall Pension Fund (May)	£ 89.18
Suzanne Cochrane (mileage)	£ 32.40
Suzanne Cochrane (Amazon yellow ink)	£ 19.35
Jamie Sachs (toilets May)	£ 120.00
Jamie Sachs (Lambley Corner grass cut May)	£ 60.00
Jamie Sachs (greens May)	£ 150.00
Citizens Advice donation (agreed last month)	£ 100.00
Linda Coles – internal audit	£ 200.00
Information Commissioner’s Office – ICO renewal	£ 40.00
Eco Playground – Playing field inspection	£ 168.00
Booker Farm Services – magazine paper	£ 201.00
Carol Slade (Coronation expenses)	£ 95.00
EDF Energy – toilets	£ 12.00
Bright Sparks grant (approved at previous mtg res acc)	£ 800.00
Atlantic Signs – signs for playing fields and toilets	£ 36.00
Week St Mary Parish Hall (March & June payments)	£ 500.00

14b To note income

Football club	£ 31.65
Reserve account interest	£ 21.05

15. Items for July 6 meeting