

# Week St Mary Parish Council

## Minutes – Thursday, February 1, 2024

1. **Public question time** (15 minutes allowed for this – on matters on the agenda only)  
None. 24/22
  
2. **To receive County Councillor Nicky Chopak’s report on matters arising**  
Cllr Chopak said Cornwall Council had set its council tax increase at 4.99% It is trying to find £79-million to fill a black hole in its accounts, although she said Cornwall Council was far better off than some councils. Cost savings will be put into place. With regards to Adult Social Care, Cllr Chopak has had recent personal experience and said this seems to be getting the money it should. The next Community Area Partnership meeting will be held in March and will be all about health. Cllr Chopak will be looking for feedback including good and bad experiences to take to the meeting. 24/23
  
3. **To note councillors present**  
Cllrs C Slade (chair); I Richardson (vice chair); S Peters; R Bolt; T Hamlyn; S May; S Gubbin; R Shipton; M Johns and L Stephens. Also in attendance: Cllr N Chopak and S Cleave, clerk. 24/24
  
4. **To receive apologies for absence with reasons**  
None. 24/25
  
5. **To receive Declarations of Interest and approve Dispersations**  
Dispersations – all councillors in order to consider planning application PA24/00012. Cllr Stephens – PA24/00092. 24/26
  
6. **To approve the minutes of:**  
Councillors approved the minutes of the Ordinary meeting held on Wednesday, January 10, 2023.  
**Proposed: S Gubbin                      Seconded: R Shipton                      Votes: Nine in favour, one abstention 24/27**
  
7. **To receive clerk’s report on matters arising**  
The clerk’s report was noted. 24/28
  
8. **Planning**  
Any late applications received will be discussed under this section
  
- 8a. **To discuss and make a consultee comment on application:**  
PA23/10116 – Proposed replacement porch and erection of store building (resubmission amended porch). Whits End Farm, Marhamchurch. Councillors raised no objection to the plans.  
**Proposed: R Bolt                      Seconded: L Stephens                      Votes: Unanimous 24/29**  
  
PA24/00012 – Certificate of lawfulness for proposed replacement of existing concrete pathway and construction of additional pathway. Tennis 69M from Lambley House, 33M from unnamed road, road from Waxhill to Clifton Cottages, Week St Mary. Councillors raised no objection to the plans.  
**Proposed: R Bolt                      Seconded: S Gubbin                      Votes: Unanimous 24/30**

PA24/00092 – Construction of building to cover an existing agricultural yard to reduce generation of dirty water. Higher Whiteleigh Farm, Whitstone.  
Councillors raised no objection to the plans.

**Proposed: S Gubbin**

**Seconded: S May**

**Votes: Nine in favour,  
one abstention 24/31**

## 8b. Decisions

The following decisions were noted:

PA23/09182 – Application to determine if Prior Approval is required for change of use from agricultural building to dwelling. Land adjacent to Stable Cottage, Leigh Manor Farm, Week St Mary  
**Prior approval not required (AF/TEL/DEM)**

PA23/09432 – Construction of building to cover over an existing agricultural livestock yard. Higher Whiteleigh Farm, Whitstone.  
**APPROVED**

PA23/08270 – Proposed new dwelling with annexe. Burdenwell Cottage, Week St Mary.  
**APPROVED**

PA23/07232 – Listed Building Consent for improvements for remodel of bedroom to shower room and storage. The College, Week St Mary.  
**APPROVED 24/32**

## 8c. Planning - to note

None.

**24/33**

## 9. Portfolio Reports:

### • Playground

Cllr Johns said she has asked Jeremy to fill up the hand sanitiser (as he has the key).

An anonymous letter had been sent to the parish council regarding the playing field. It was agreed to send a copy to the football club to keep them informed and keep the working relationship going. The matter would be discussed at the March parish council meeting.

**Proposed: S May**

**Seconded: S Gubbin**

**Votes: nine in favour,  
one abstention 24/34**

### • Highways, Footpaths & Greens

Cllr Hamlyn had reported a couple of defects around the parish. **24/35**

## 10. Correspondence including (all relevant emails forwarded):

The following correspondence was noted: Cornwall Council affordable housing newsletter; Cornwall Council Town and Parish Council newsletter. **24/36**

## 11. Community Infrastructure Levy and Community Benefit Fund applications

\* None (next round – April)

**24/37**

## 12. Agenda items

### 1. Week St Mary path project

Cllr Peters said he had received four paper questionnaires. He put the questions on Facebook and received some responses via email. A total of 39 thought the footpath was a good idea, none were against. Some good comments were received. The council extended thanks to everyone who has replied to the questionnaire. All comments will be taken on board and discussed further as the project progresses. Thanks were given to Cllr Peters for his work on the project. **24/38**

### 2. Playing field

A meeting was held on January 21 to look at the slipped bank. Councillors discussed putting a drain in. Quotes are being sought. 24/39

3. Marhamchurch Neighbourhood Development Plan  
Councillors decided to make no comment on the plan. 24/40

4. Emergency Plan  
Cllr Slade has updated and will give a copy to the clerk. 24/41

5. Jacobstow Primary School  
The council has received replies from LAP SW and OFSTED, which the clerk read out. Cllr Chopak said she had escalated the matter to Cornwall Council on safeguarding grounds. Cornwall Council has visited the school and concerns are being escalated. Cllr Shipton to meet with LAP SW, as the council's schools representative. 24/42

6. Civility and Respect Pledge  
Councillors decided not to sign the Civility & Respect Pledge.  
**Proposed: S May                      Seconded: R Shipton                      Votes: Unanimous 24/43**

### 13. Accounts

#### Balances January 25, 2024

- Current account                      £ 4,167.67
- Reserve account                      £28,820.00

#### 13a. To approve accounts for payment including:

Suzanne Cochrane – Salary January	£ 371.30
HMRC (PAYE) January	£ 92.80
Cornwall Pension Fund (January)	£ 90.96
Suzanne Cochrane (mileage)	£ 32.40
Jamie Sachs – toilets January	£120.00
Stephen Peters – footpath planning application	£146.50
Source for Business – water at toilets	£ 64.94
Source for Business – water at playing field	£ 21.44
EDF Energy – toilets	£ 25.00
Trevor Hamlyn – work on Back Lane	£ 75.00
Stephen Peters – footpath block plan	£ 21.00

#### 13b To note income

None.

Councillors approved the payments and the accounts.

**Proposed: R Shipton                      Seconded: S May                      Votes: Unanimous 24/44**

### 14. Items for March meeting (Thursday, March 7)

CAP health feedback; social media policy; playing field issues. 24/45

The meeting closed at 8.50pm