

ST. JUST-IN-PENWITH TOWN COUNCIL

**Council Offices**  
**1 Chapel Street**  
**St Just**  
**Penzance**  
**Cornwall TR19 7LS**

**Telephone**  
**(01736) 788412**

**Email:**  
**townclerk@stjust.org**  
**www.stjust.org**



29 November 2017

**ORDINARY MEETING**

Dear Councillor,

You are hereby summoned to attend the **Ordinary Meeting** of the Town Council to be held as follows: -

**DATE: MONDAY 4 DECEMBER 2017**

**TIME: 7.15 P.M.**

**VENUE: COUNCIL CHAMBER, 1 CHAPEL STREET, ST JUST**

PLEASE NOTE: This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

Town Clerk

To:

Mayor: Brian Clemens

Deputy Mayor: Marna Blundy

Councillors

Zoe Baxter  
Sue James  
Jonathan Manser  
Constance Moore  
Farmer Morris

Louise Paine  
Grenville Prowse  
Geoff Roberts  
Debbie Shephard  
Bev Strick

**4 DECEMBER 2017**

**AGENDA**

1. Public Address at Council Meetings

A period of fifteen minutes will be set aside to enable members of the public to put questions directly to the Council. Anyone wishing to put a question to the Council must do so by submitting it in writing **by no later than 10.00 a.m.** on the Friday preceding the meeting.

2. Apologies for Absence

3. Declarations of Interest

4. Dispensations

Town Council to consider requests for dispensation for which an application has been received by the Town Clerk.

5. Minutes

To pass the following resolution:

**RESOLVED** – that the Town Mayor signs as a true and accurate record the Minutes of the Ordinary Meeting of the Town Council held on 20 November 2017 (copy attached).

6. Matters Arising

To consider any matters arising from the signed minutes.

7. South West Council

Town Council to consider using the services of the above in any staffing situation when the staffing committee may need additional advice, once it has exhausted other sources of support such as CALC.

8. The Establishment of a Youth Council

Town Council to consider the request from Sue James to form a Youth Council or Forum.

9. Devolved Services St Just Library/current Town Council Offices

The Town Council needs to consider making an Expression of Interest to take forward talks on taking over the Library.

Discussion on current Town Council Offices

10. Terms of Reference (TOR's) Staffing Committee

The chair of the staffing committee would like to adopt the Model CALC TOR's (enclosed) which would bring the TOR's up to date.

11. Finance

(a) Financial Assistance.

None

(b) Accounts for Payment

To approve the accounts for payment as set out on the attached schedule.

(c) Letters of Thanks

None received.

12. Planning

(a) Applications

As part of the formal consultation process, the Council's comments are sought on applications received from Cornwall Council since the last meeting as set out on the attached schedule. Copies of the applications are available for inspection at the Town Council offices.

(b) Decisions

To note the decisions received since the last meeting.

(c) Enforcements

To note new enforcement cases opened since the last meeting.

(d) Appeals

To note any appeals since the last meeting.

13. Neighbourhood Planning

Neighbourhood Planning Team to update the Town Council on progress since the last meeting.

14. Information Items

15. Matters for Report

16. Exclusion of the Press and Public

If necessary, to consider passing the following resolution:

“RESOLVED - that under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it is proposed that, because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the business specified in the following item(s).”