

ST.JUST-IN-PENWITH TOWN COUNCIL

Council Offices
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3 May 2011



ANNUAL GENERAL MEETING

Dear Councillor,

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

DATE: MONDAY 9 MAY 2011

TIME: ON THE RISING OF THE ANNUAL TOWN MEETING

VENUE: COUNCIL CHAMBER, 1 CHAPEL STREET, ST JUST

Town Clerk

To:

Mayor: Councillor D Stevens

Deputy Mayor: Councillor M Thomas

Councillors

Ms P S Angove
B F Angwin

C McClary
K McFadden

N McFadden
Mrs S James
F Morris
M Nicholls
Mrs S Olds

9 MAY 2011

AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. Election of Town Mayor
4. Election of Deputy Town Mayor
5. Minutes

To pass the following resolution:

RESOLVED – that the Mayor signs as a true and accurate record the Minutes of the Ordinary Meeting of the Town Council held on 26 April 2011 (copy attached).

6. Appointment to the Town Council Committees
 - (a) Environment & Tourism Committee (Current Membership 2010 / 11)

D Stevens, Mrs S James, C S McClary, F Morris, M Nicholls, Mrs S Olds.
 - (b) Staffing & Premises Committee (Current Membership 2010 / 11)

B F Angwin, W F East, Mrs S James, C S McClary, M Nicholls, M Thomas.
 - (c) Constitutional Review Committee (Current Membership 2010 / 11)

Ms P S Angove, B F Angwin, W F East, M Nicholls, D Stevens, M Thomas.
 - (d) Internal Audit Committee (Current Membership 2010 / 11)U

Ms P S Angove, B F Angwin, C S McClary, N McFadden, D Stevens, M Thomas.
7. External Representation – Council Appointments
 - (a) Cornwall Association of Local Councils

One representative (B F Angwin)
 - (b) Geevor Partnership

One representative (C S McClary)
 - (d) P.A.C.T

Two representatives (Mrs S James and N McFadden)

- (e) West Penwith Community Bus Committee
One representative (D .Stevens)
- (f) Land's End Area Forum
One representative (D Stevens)
- (g) St Just Community Sports Hall
One representative (F Morris)
- (h) St Just & Pendeen Sure Start Children's Centre
One representative (D Stevens)
- (i) Rural Transport Partnership
One representative (M Nicholls)
- (j) Heathland Forum
One representative (K McFadden)
- (k) Centre of Pendeen
One representative (Mrs S James)
- (l) Local Council Planning Forum
One representative (Ms P S Angove)
- (m) e-Planning Local Council Task & Finish Group
One representative (Ms P S Angove)
- (n) Penzance, St Just Nevada City & Bendigo Twinning Group
One representative (B F Angwin)

8. Year End 31 March 2011

- (a) Summary of Receipts and Payments Account for the Year Ended 31 March 2011

The Council is asked to approve the accounts for the year ended 31 March 2011 as presented in the attached summary document.
- (b) Internal Audit Report – Year Ended 31 March 2011

The Council is asked to receive the Internal Audit Report for the year ended 31 March 2011 and to note the recommendations contained therein. A copy of the draft report is attached for members of the Town Council. The final report will be presented to the Council on 9 May.

(c) Completion of the Annual Governance Statement of the External Auditor

The Council is asked to complete the Annual Governance Statement of the External Auditor in order for the return to be completed by 6 June 2011 deadline.

9. Finance

(a) Financial Assistance.

To consider a report by the Town Clerk regarding financial assistance.

(b) Accounts for Payment

(c) Letters of Thanks

10. Planning

(a) Applications

(b) Decisions

11. Review of "Face to Face" Services

The Town Council is asked to consider making a formal response to the letter received from Cornwall Council dated 15 April which was circulated at the last meeting.

The letter invites in the Town Council to take part in the consultation which follows on from the Emergency Budget agreed by Cornwall Council on 3 December 2010.

This is the second phase of the review dealing with how face to face services are to be delivered in the future.

12. 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)."