

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**

7 May 2013



**ANNUAL MEETING**

Dear Councillor,

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

**DATE: MONDAY 13 MAY 2013**

**TIME: ON THE RISING OF THE ANNUAL TOWN MEETING**

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

Town Clerk

To:

Mayor: Councillor Mrs S James

Deputy Mayor:

Councillors

Mrs M Blundy  
K McFadden  
N McFadden  
T McFadden

Mrs G McQueen  
F Morris  
M Nicholls  
G Roberts  
Mrs G Salmon

**13 MAY 2013**

**AGENDA**

1. Election of Town Mayor & Declaration of Acceptance of Office
2. Apologies for Absence
3. Declarations of Interest
4. Election of Deputy Town Mayor & Declaration of Acceptance of Office
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 22 April 2013 (copy attached).

6. Matters Arising

To consider any matters arising from the signed minutes.

7. Attendance at Meetings

To receive details on Councillor attendance at meetings throughout the year.

8. Timetable of Meetings

To approve the proposed timetable of meetings for the municipal year 2013 / 14. Details to be presented at the meeting.

9. Appointment to the Town Council Committees

To consider appointment to following committees or for the new Town Council to consider any changes to the existing committee structure.

(a) Environment & Tourism Committee (6 councillors)

(b) Staffing Committee (5 councillors)

(N.B. To include the Mayor and / or Deputy Mayor but NOT both).

(c) Constitutional Review Committee(6 councillors)

(d) Internal Audit Committee(6 councillors)

(e) Premises Committee(6 councillors)

10. Council Appointments to Outside Bodies
- (a) Cornwall Association of Local Councils  
One representative
  - (b) Geevor Partnership  
One representative
  - (c) Cornish Mining Consultative Forum  
One representative
  - (d) Community Action Panel (CAP) former P.A.C.T  
Two representatives (currently Cllr N McFadden)
  - (e) West Penwith Community Bus Committee  
One representative
  - (f) St Just Community Sports Hall  
One representative (currently Cllr F Morris)
  - (g) St Just & Pendeen Sure Start Children's Centre  
One representative
  - (h) Rural Transport Partnership  
One representative (currently Cllr M Nicholls)
  - (i) Heathland Forum  
One representative (currently Cllr K McFadden)
  - (j) Centre of Pendeen  
One representative
  - (k) Local Council Planning Forum  
One representative
  - (l) e-Planning Local Council Task & Finish Group

One representative

- (m) Board of Trustees Pengarth Day Centre

One representative

- (n) Penzance, St Just Nevada City & Bendigo Twinning Group

One representative

The Twinning Group is keen for there to be additional representation from the Town Council on the group.

- (o) Mayor's Parlour

One representative (Town Mayor)

- (p) West Cornwall HealthWatch

We have also received a request from the Chairman of the West Cornwall HealthWatch for Cllr Mrs Blundy to be appointed as the Town Council's representative on the group. The Town Council's instructions are sought.

Letter dated 19 April 2013 from Jim McKenna, Chairman West Cornwall HealthWatch.

11. CALC Training and Events 2013

Attached for members of the Town Council is a schedule of training and other events being provided by the Cornwall Association for Local Councils during 2013 / 14. Any Town Councillor who is interested in attending any of the planned events to advise the Town Clerk at the meeting.

The Town Council to consider how it would like Code of Conduct training to be undertaken.

12. Finance

- (a) Financial Assistance.

To consider a report by the Town Clerk regarding a request for financial assistance from the St Just Amateur Boxing Club.

- (b) Accounts for Payment

The Town Council to also consider the issue of additional repairs to the Pendeen Church Clock in light of the report following the annual service and to consider the comments made regarding the condition of the internal

ladder in the War Memorial Clock.

- (c) Letters of Thanks

13. 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.

14. Co-option of Town Councillors

The Town Council to consider how it wishes to proceed following the uncontested Town Council election on 2 May 2013 which returned only nine Town Councillors to the 12 seat Council.

Town Clerk to report.

15. The Count House Botallack

The Town Council has received a copy of a notice from the National Trust regarding an application to Cornwall Council to vary its Premises License in respect of the Count House.

The variation is to extend the times of activities to 11.30 p.m., with it being open to members of the public to midnight and to include the curtilage of the premises.

Representations to be submitted to the Cornwall Council's Licensing Team by 27 May 2013.

16. Matters for Report

17. 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)."