

ST. JUST-IN-PENWITH TOWN COUNCIL

**Council Offices**  
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12 June 2018

**ORDINARY MEETING**

Dear Councillor,

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

**DATE: MONDAY 18 June 2018**

**7.00 P.M Before Meeting**

**Mayor Allowance 2017/8**

The remaining funds from last year Mayor Allowance will be divided between three local Charities and cheques presented:

Douglas Woolcock Trust – Michele Woolcock

The Miners Chapel - David James

Pendeen Silver Band – Bryan Stevens

**TIME: 7.15 P.M**

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

*Cas Leo*

Locum 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

**18 June 2018**

**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

Debbie Shephard

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 Annual Meeting of the Town Council held on 4 June 2018 (copy attached).

6. Matters Arising

To consider any matters arising from the signed minutes.

7. Finance

- (a) Financial Assistance.
  - Cornwall Air Ambulance (Any amount)
  - Lafrowda Festival £2,500
  - St Just & District Community Sports Association £4000
  - St Just Yuletide Fair £200

- (b) Accounts for Payment

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

- (c) Letters of Thanks

None

8. 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) Appeals (Appeal decision)

To note the Appeal decision since the last meeting.

9. Neighbourhood Planning (NP)

Councillors on The Neighbourhood Plan Steering Committee will report on the current position to the Town Council.

The NP committees are hoping to use the council chamber on Lafrowda Day, 21st July, to display information and to have a stall outside to direct people in who want to know more about the Neighbourhood Plan. Jonathan Manser will raise the matter.

Phil Hick Technician - Applications and Data Customer Access & Digital Services has confirmed receipt of the signed licence. Adam Sharpe will produce the NP maps requested.

10. NALC Discussion Paper

CALC had forwarded a discussion paper which Marna (CALC lead) raised at the last meeting and produced a key point paper for further discussion by full council. Replies have gone to Marna for a possible collective Town Council response. Marna's draft was circulated by email before this meeting.

11. Library

To discuss the Library option. A vote in principle is required to meet the agreed timeframe (19 June 2018) with Cornwall Council on the Town Council moving to the Library. A final vote on the decision will be made at the 3 September 2018 meeting.

12. Traffic Issues

The consideration of a sign 'to ask drivers to clear up their litter' (camping vans) and leave locations tidy (brought forward from last meeting).

### Traffic Matters

Councillors were asked at the last meeting to bring traffic improvement suggestions to this meeting. A discussion on what should be on a traffic order can then take place. Multi-items could be listed on a Traffic Order and then presented for action.

### Levant Road

To consider whether the reported problem (email from Sue James) needs putting forward to the local highways issues and be summed up that "increasing traffic volumes to Levant, through a small residential area without pavements, is increasing risks to pedestrians with a number of near misses reported by residents."

#### 13. Lafrowda Festival

The Lafrowda Festival Committee would like approval for use of the Plain-an-Gwarry and the electricity supplies at Plain-an-Gwarry and Market Square. The Council need to approve this request to enable the clerk to sign the agreements.

#### 14. Ethical Standards

Cornwall Council have sent email, forwarded to all councillors on 5 June 2018 stressing the need to act within the Code of Conduct.

#### 15. Electoral Review

The Local Government Boundary Commission have now published their proposals for division patterns for a Council size of 87 Members. Details were forwarded by email.

#### 16. Cornwall Councillor Report

#### 17. Information Items

The Trustees of The Douglas Woolcock Foundation Trust thanked the Town Council for their support to have a second dedicated parking bay in Lafrowda Car Park.

#### 18. Matters for Report

Street Furniture

#### 19. 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)."

#### 20. Staffing

To note the Administrative Assistant appraisal has taken place and was shared with the Chair of Staffing.

24. Cornwall Legal provision 2018/19

Cornwall Legal have written offering legal provision for 2018/19 similar to previous years. The Agreement and our Terms of Business were circulated by email. The council will need to authorise the clerk to sign the Agreement.