ST. JUST-IN-PENWITH TOWN COUNCIL

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| **Council Offices**  **1 Chapel Street**  **St Just**  **Penzance**  **Cornwall TR19 7LS**  **Telephone**  **(01736) 788412**  **Email:**  **townclerk@stjust.org** |  | crest_mono_lores |
| **www.stjust.org** |  |  |

7 May 2019

**ANNUAL MEETING**

Dear Councillor,

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

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| **DATE:** | **MONDAY 13 MAY 2019** |
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| **TIME:** | **ON THE RISING OF THE ANNUAL TOWN MEETING** |
|  |  |
| **VENUE:** | **COUNCIL CHAMBER, 1 CHAPEL STREET, ST JUST** |



Town Clerk

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| Councillors |  |
| Z. Baxter | F. Morris |
| M. Blundy | L. Paine |
| B. Clemens | G. Prowse |
| S. James | G. Roberts |
| J. Manser | D. Shephard |
| C. Moore | B. Strick |
|  |  |

**13 MAY 2019**

**AGENDA**

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| 1. | Election of Town Mayor & Declaration of Acceptance of Office | |
| 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. | Election of Deputy Town Mayor & Declaration of Acceptance of Office | |
| 6. | 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 23rd April, 2019 (copy attached). | |
| 7. | Matters Arising  To consider any matters arising from the signed minutes. | |
| 8. | Councillor Attendance at Meetings & Expenses  To receive details on Councillor attendance at meetings and travelling expenses throughout the year. (None). | |
| 9. | Appointment to the Town Council Committees and Steering Groups  Town Council to approve appointment to the following committees only: - | |
|  | (a) | Staffing Committee (5 councillors) |
|  | (b) | Internal Audit Committee (6 councillors) |
|  | (c) | Neighbourhood Planning Steering Group |
| 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 (plus one substitute member) |
|  | (d) | West Penwith Community Bus Committee  One representative |
|  | (e) | St Just Community Sports Hall  One representative |
|  | (f) | Rural Transport Partnership  One representative |
|  | (g) | Centre of Pendeen  One representative |
|  | (h) | Local Council Planning Forum  One representative |
|  | (i) | St Just & Huelgoat Twinning Association  One representative |
|  | (j) | Board of Trustees Pengarth Day Centre  One representative |
|  | (k) | Penzance, St Just Nevada City & Bendigo Twinning Group  Two representatives |
|  | (l) | Mayor’s Parlour  One representative (Town Mayor) |
|  | (m) | West Cornwall HealthWatch  One representative |
|  | (n) | D & C Police Liaison Group  One representative |
|  | (o)  (r)  (s)  (t)  (u) | Tin Coast Partnership Working Group  One representative and one substitute member (Note additional information)  Penwith Landscape Partnership  One representative  St. Just Miners’ Chapel  Councillor Brian Clemens  Plastic Free Coastlines  One representative  Community Flood Forum  One representative |
| 11. | Finance | |
|  | (a) | Financial Assistance.  None. |
|  | (b) | Accounts for Payment  To approve the accounts for payment |
|  | (c) | Letters of Thanks  None |
|  | (d) | Insurance  The insurance renewal is due on 1 June 2019 which is £1244.70, it was previously agreed by Council to take out a long-term agreement with Zurich Municipal until 2021. Last year’s cost was £1225.57. |
|  | (e) | Mayors Allowance 2018/19  The Mayor was granted £1000 at the start of the year. He had allocated £969 in the year and £31 remained. |
| 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) | Appeals  To note the enforcement received since the last meeting. |
| 13. | Neighbourhood Plan | |
| 14. | Climate Change | |
| 15. | Library | |
| 16. | Information Items | |
| 17. | Matters for Report | |
| 18. | 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). | |