

ST. JUST-IN-PENWITH TOWN COUNCIL



Council Offices
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Cornwall
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Date of issue – 16th July 2019

ORDINARY MEETING

Dear Councillor,

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

Date: Monday 22nd July 2019
Time: 7.15pm
Venue: Council Chamber, 1 Chapel Street, St Just

For the purpose of transacting the business on the agenda below/attached.

Mrs D James - Locum Town Clerk

To Councillors: Marna Blundy (Mayor), Sue James (Deputy Mayor), Zoe Baxter, Brian Clemens, Jonathan Manser, Constance Moore, Farmer Morris, Louise Paine, Grenville Prowse, Geoff Roberts, Debbie Shephard and Bev Strick

AGENDA

- Public Address at 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.
- Apologies for absence
- Declarations of interest
- Dispensations: To consider requests for dispensation for which an application has been received by the Town Clerk.
- Minutes – sent to all Councillors
To consider passing the following resolution:
That the Town Mayor signs as a true and accurate record the Minutes of the Ordinary Meeting of the Town Council held on 8th July 2019.
- Matters arising:
To note any matters arising from the signed minutes.

7. Finance:
 - a) Grants – to consider the following grant requests:
 - i. The Nancherrow Project - £2000
 - b) Accounts for payment:

To approve payment of accounts to be made and to note payments already made (if any)
 - c) Town Clerk authority to spend – Financial regulation 4.1 and 4.5
To consider raising the authority to spend of the Town Clerk
 - d) Banking:
 - i. To note the transfer made between accounts
8. Letters of Thanks
9. Plain-an-Gwarry - To consider the following application(s) received:
 - a) Cornwall Vintage Motorcycle Club - 9th September 2019
10. 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 (*schedule sent to all Councillors*).
Copies of the applications are available for inspection at the Town Council offices.
 - b) Decisions:

To note any decisions received since the last meeting.
 - c) Appeals:

To note any appeals received/made since the last meeting.
 - d) Enforcement:

To receive updates and consider matters to report (if any).
11. Neighbourhood Plan

To receive an update (if any)
12. Cornwall Councillor Report
13. To consider quotes received for:
 - a) Pendeen Play Park repairs
 - b) IT equipment and software upgrade
14. Information items and matters to report
15. Mayor's Sunday and Mayor's Report

To receive an update from the Mayor
16. Library – devolution

To consider/receive the following and agree any associated actions and expenditure

 - a) To receive updates from the Clerk, Councillors and relevant Town Council Groups
 - b) New fire risk assessment
 - c) To consider and agree the terms, conditions and costings for hiring library space
 - d) To consider the transfer date and response to Cornwall Council
 - e) Transition fund

17. Sealing of documents:

To consider and seal the following documents in relation to the Library Devolution:

- a) Option Agreement (x2)
- b) TP1 (transfer of part) (x2)
- c) Service Level Agreement

18. Exclusion of the Press and Public

"If necessary, to consider passing the following resolution:

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)."

19. Staffing:

To receive an update and recommendations from the Staffing Committee/Locum Town Clerk, and agree any associated actions and expenditure on the following matters:

- a) Town Clerk
- b) Library Devolution:
 - i. TUPE and legal advice
 - ii. Volunteers and documentation
 - iii. Any other related matter
- c) Any other matters