ST. JUST-IN-PENWITH TOWN COUNCIL

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

Date of Issue: 7 July 2021

**ORDINARY MEETING**

Dear Councillor

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

**Date: Monday 12 July 2021**

**Time: 7.15 pm**

**Venue: St Just Library**

For the purpose of transacting the business on the agenda below



Cas Leo

Town Clerk

To

Mayor: Sue James

Deputy Mayor: Daisy Gibbs

Councillors

Farmer Morris Debbie Shephard

Chris Denley Howard Charman

Martin Cavell Robert Chadder

Doug Luxford  Leanne Marsden

Jessica Morris

**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 10.00am on the Friday preceding the meeting.

PA21/05698 Helen Bowkett- Planning Application Sancreed

1. Apologies for Absence
2. Declarations of Interest
3. Dispensations

To consider requests for dispensation for which an application has been received by the Office.

1. 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 21st June 21.

1. Matters Arising

To consider any matters arising from the signed minutes.

1. Planning
2. 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.

1. Decisions

To note the decisions received since the last meeting.

1. Appeals
2. Neighbourhood Planning

Possible update.

1. Finance
2. Accounts for Payment
3. Grant applications (None).
4. Letters of thanks (None).
5. Consider bench in confidential section.
6. Town website changes/compliance quote in confidential section.
7. Bank Mandate Changes Need submit new mandate.
8. Audit Report

1. Committees, Roles and outside Bodies

The council needs to decide on which committees it wishes to form. Audit and Staffing are mandatory. Climate and Amenities & Property to be discussed. The number of committees will have impact on the number of full council meetings we would need to reduce down to monthly meetings if we had more than the two mandatory committees.

In addition, 2 councillors (one from the audit committee and one not) are needed to check quarterly sample of payments against bank statements. Volunteer Councillors needed to engage with the Emergency Plan. Other Council roles may be discussed in this session.

1. Correspondence

 To consider responses, if any, to correspondence received, and sent to all Councillors.

To receive an update on, and any other information.

 Cornwall Council Newsletter:

Trees (Leanne)(Debbie)

Tour of Britain (Chris)

Queens’s Platinum Jubilee

1. Library

The current position of providing a Foyer click and collect service with photocopying will now continue until 18 July 21. On 19 July the Coronavirus National Lock Down restrictions are due to be lifted and the library can revert to its pre-Coronavirus operation. The Clerk is collecting staff thoughts before the meeting.

Young person’s request to sell cakes for charity outside the library.

1. Town Vitality Fund Bid/Welcome Back Fund/ update

Documents have been circulated before meeting. Town Vitality Fund The Offer letter will steer this item if it is not received before the meeting then this item will go to the next meeting.

1. Mayors Report

The Mayors Report. Note the Cornwall Councillors Report will go to the following meeting (so one report is received at one meeting the other at the next).

1. Plain an Gwarry

A Report of Dog fouling individual ignoring the signage and allow dog into the plain.

E mail received from Historical England on plan work in November/December 21 to be circulated before the meeting.

1. Information Items and Matters to Report
2. Exclusion of the Press and Public that

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). **All visitors on line will need to leave the on-line meeting.**

1. Contract Services
	1. Pendeen Playpark. The Annual Report with its programme of work and decision on the process to carry out recommended changes/repairs. Report to be circulated it was seen by Chair of P & A Committee and is brought before full council. The clerk would now like to draw up the actions needed.
	2. Bench at Botallack (Debbie).
	3. Town Council Web pages (Details to be circulated)