

ST.JUST-IN-PENWITH TOWN COUNCIL

Council Offices
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6 May 2014

ANNUAL MEETING

Dear Councillor,

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

DATE: MONDAY 12 MAY 2014

TIME: ON THE RISING OF THE ANNUAL TOWN MEETING

VENUE: COUNCIL CHAMBER, 1 CHAPEL STREET, ST JUST

Town Clerk

To:

Mayor:

Deputy Mayor:

Councillors

Mrs M Blundy
Mrs F Cock
B Clemens
K McFadden
N McFadden
T McFadden

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

12 MAY 2014

AGENDA

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 22 April 2014 (copy attached).

7. Matters Arising

To consider any matters arising from the signed minutes.

8. Attendance at Meetings

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

9. Timetable of Meetings

To approve the proposed timetable of meetings for the municipal year 2014 / 15. (Copy attached).

10. Appointment to the Town Council Committees

Town Council to approve appointment to the following committees only:-

(a) Staffing Committee (5 councillors)

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

(b) Internal Audit Committee (6 councillors)

11. Council Appointments to Outside Bodies

- (a) Cornwall Association of Local Councils
One representative (currently Cllr K McFadden)
- (b) Geevor Partnership
One representative (currently Cllr K McFadden)
- (c) Cornish Mining Consultative Forum
One representative (currently Cllr K McFadden / Cllr F Morris (Sub))
- (d) Community Action Panel (CAP) former P.A.C.T
Two representatives (currently Cllr N McFadden / Cllr G Roberts)
- (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 (currently Cllr Mrs McQueen)
- (h) Rural Transport Partnership
One representative
- (i) Heathland Forum
One representative (currently Cllr K McFadden)
- (j) Centre of Pendeen
One representative (currently Cllr K McFadden)
- (k) Local Council Planning Forum
One representative (currently Cllr F Morris)
- (m) Board of Trustees Pengarth Day Centre
One representative (currently Cllr G Roberts)

- (n) Penzance, St Just Nevada City & Bendigo Twinning Group
Two representative (currently Cllrs Mrs Blundy & Cllr Mrs Salmon)
- (o) Mayor's Parlour
One representative (Town Mayor)
- (p) West Cornwall HealthWatch
One representative (currently Cllr Mrs Blundy)

12. Authorisation for Town Clerk & RFO

In accordance with the new Financial Regulations the Town Council is asked to approve the following resolution:-

RESOLVED: That, in accordance with FR 6.9, authority is delegated to the Town Clerk & RFO to use internet banking for Town Council payments.

13. Finance

- (a) Financial Assistance.

To consider a report by the Town Clerk regarding a request for financial assistance from the St Just Mines Research Group towards the cost of a new exhibition at Geevor Tin Mine.
- (b) Accounts for Payment

To approve the accounts for payment as set out on the attached schedule.
- (c) Letters of Thanks

14. Year End 31 March 2014

- (a) Audit Training

Cllr Mrs Cock & Cllr Mrs Salmon to report back on their attendance at the recent audit training organised by CALC.
- (b) Summary of Receipts and Payments Account for the Year Ended 31 March 2014

The Council is asked to approve the accounts for the year ended 31 March 2014 as presented at the meeting.
- (c) Internal Audit Report Year ended 31 March 2014

To receive the attached report for the year ended 31 March 2014 prepared by Hudson Accounting Ltd.

(d) Completion of the Annual Governance Statement of the External Auditor

The Council is asked to complete the Annual Governance Statement of the External Auditor in order for the return to be completed by 2 June 2014 deadline.

15. 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) Enforcement

The Town Clerk to update the Town Council on the enforcement investigation currently being undertaken by Cornwall Council regarding alleged non-compliance with the approved plans at the Miners Arms, 9 Bank Square, St Just.

16. Polling Districts and Polling Places Review

Town Council to respond to the review of polling districts and polling places which is currently being undertaken by Cornwall Council, in accordance with S.17 of the Electoral Registration and Administration Act 2013. Further information is attached.

17. South West Coast Path – Local Maintenance Partnership 2014

The Town Council is asked to accept the grant of £265.58 from Cornwall Council in respect of the specific lengths of coastal footpath to be cut as part of the LMP 2014. In addition, the Town Council is asked to approve the waiving of standing orders on contracts to enable the contract to be awarded to Scottworthy Estate Services on the grounds of best value.

18. The Future of St Just and Pendeen – Community Action Plan 2014

The Town Council to receive an amended questionnaire for issuing to the local community which takes account of the comments received at the last Council meeting. The questionnaire forms part of the work currently being undertaken on the review of the Community Action Plan. Cllr Mrs Blundy and Cllr Mrs Salmon to present the questionnaire at the meeting.

19. Use of the Plain-an-Gwarry

To approve an application from Cape Cornwall School to the use of the Plain-an-Gwarry on Tuesday / Wednesday lunchtimes (1.20 pm – 2.10) and Wed 2.10 – 3.10 pm for lunchtime drama club and Year 7 Greek Theatre lessons.

20. Information Items

Environmental Projects in St Just – Town Clerk to advise the Town Council of a project which is due to commence on 19 May 2014 under the umbrella of the St Just in Bloom Group.

21. Matters for Report

22. 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).”