

ST. JUST-IN-PENWITH TOWN COUNCIL

**Council Offices
1 Chapel Street
St Just
Penzance
Cornwall TR19 7LS**

**Telephone
(01736) 788412**

**Email:
townclerk@stjust.org**

www.stjust.org

18 October 2011



ORDINARY MEETING OF THE TOWN COUNCIL

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

DATE: MONDAY 24 OCTOBER 2011

TIME: 7.15 P.M.

VENUE: COUNCIL CHAMBER, 1 CHAPEL STREET, ST JUST

Town Clerk

To:

Mayor: Councillor M Thomas

Deputy Mayor: Councillor Mrs S James

Councillors

Ms P S Angove
B F Angwin
W F East
C S McClary
K McFadden

N McFadden
F Morris
M Nicholls
Mrs S Olds
D Stevens

24 OCTOBER 2011

AGENDA

Public Participation

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.

1. Apologies for Absence
2. Declarations of Interests
3. To pass the following resolution:

RESOLVED – that the Mayor signs as a true and accurate record the Minutes of the Ordinary Meeting held on 10 October 2011 (copy attached).

5. Cornwall Association of Local Councils Benchmarking Guide

Sarah Mason, Executive Officer, Cornwall Association of Local Council will be attending the meeting to outline to the Town Council the benchmarking process in respect of a salary review.

6. e-Planning

Nicola Stinson and Max Varnell, Cornwall Council's Planning & Regeneration Service will be attending the meeting to give a presentation to the Town Council of its new e-planning IT service.

7. Consultation on Proposed Changes to the Pre-application Service

Cornwall Council is seeking the Town Council's views on its new pre-application Planning and Building Control advice service. A copy of the draft advice note is attached for Town Councillors.

8. Planning Forum – Neighbourhood Planning Process – Guidance for Local Councils

Councillor Sandy Angove to report back on the Planning Forum meeting held on 3 October which discussed the new Neighbourhood Planning Process. A briefing note prepared by Councillor Angove is attached for Town Councillors and will form the basis of the discussion.

9. Allocation Policy for Affordable Homes

Attached for members of the Town Council is a copy of the proposed Allocations Policy for affordable homes which has been prepared by the Lands End Peninsula Community Land Trust (LEPCLT). The Town Council's views are sought.

Deputy Mayor to report, in her capacity as Chairman, LEPCLT.

10. Cornwall & West Devon Mining Landscape (Cornish Mining) World Heritage Site – Governance Arrangements

Attached is a letter from Julian German, Chairman, Cornish Mining World Heritage Site Partnership Board which provides information on the formation of a new Cornish Mining Consultative Forum.

The Town Council is asked to consider nominating a representative to this new body.

11. Pendeen Cemetery

The Town Clerk to provide the Town Council with further information following discussion with Cornwall Council's Legal Services.

12. Gews Farm

Councillor K McFadden to update the Town Council on the development of affordable homes at Gews Farm.

13. Environment & Tourism Committee

To receive the minutes of the Environment & Tourism Committee held on 3 October 2011, and to consider the recommendations contained therein.

14. Finance

(a) Applications for Financial Assistance.

Attached is a copy of a letter from the Penzance Food Bank, which is supported by Churches Together in the Penzance area which provides food free of charge to people with financial and emotional difficulties. The Town Council's instructions are sought.

(b) Accounts for Payment

The Council is asked to approve the schedule of accounts for payment as presented at the meeting by the Town Clerk.

(c) Letters of Thanks

Town Clerk to report.

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

To report on enforcement action received since the last meeting.

(d) The Localism Bill

Town Council to consider sending a representative(s) to the Localism Bill training session which is being organised by Cornwall Council's Planning & Regeneration Service on 13 December 2011.

Councillor Ms Angove has expressed an interest in attending the training session.

16. Information Items

(a) Remembrance Sunday

To remind the Town Council that the annual Remembrance Sunday Service will take place on Sunday 13 November 2011.

(b) Engagement with Devon & Cornwall Police Authority

Attached is a copy of a letter dated 5 October 2011 from Jane Norris, Assistant Chief Executive of the Devon & Cornwall Police Authority regarding new ways of engaging with local communities.

17. Matters for Report

18. Exclusion of Press and Public

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 remainder of the meeting.

LARGE PRINT VERSION AVAILABLE ON REQUEST