

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

5 May 2015



ANNUAL MEETING

Dear Councillor,

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

DATE: MONDAY 11 MAY 2015

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
D Roberts
G Roberts
Mrs G Salmon
D Stevens

11 MAY 2015

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 20 April 2015 (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. (Copy attached).

9. Timetable of Meetings

To approve the proposed timetable of meetings for the municipal year 2015 / 16. (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 G Roberts)

(e) West Penwith Community Bus Committee

One representative (Currently Mrs McQueen)

(f) St Just Community Sports Hall

One representative (currently Cllr D Roberts)

(g) St Just Children's Centre

One representative (currently Cllr Mrs McQueen)

(h) Rural Transport Partnership

One representative (currently Mrs McQueen)

(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. Rural Highway Inspection and Maintenance

Town Council to consider a proposal from Cornwall Council for local councils to consider undertaking, as partners, maintenance works to the margins of the highway corridor (gullies, verges and signage etc). Suggested Lengthmans Scheme. Town Clerk to provide further details at the meeting.

14. Finance

(a) Financial Assistance.

No applications received.

(b) Accounts for Payment

To approve the accounts for payment as set out on the attached schedule.

(c) Letters of Thanks

To receive letters of thanks from the St Just in Bloom Group and the Lafrowda Festival Committee.

15. Year End 31 March 2015

(a) Summary of Receipts and Payments Account for the Year Ended 31 March 2015

The Council is asked to approve the accounts for the year ended 31 March 2015 as presented at the meeting.

(b) Internal Audit Report Year ended 31 March 2015

To receive the report for the year ended 31 March 2015 prepared by Hudson Accounting Ltd. To be presented at the meeting.

(c) 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 25 May 2015 deadline.

16. 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.

17. Vital Venues

CLlr Dave Stevens to seek the Town Council's support to a one year membership of Vital Venues which is run by the Cornwall Rural Community Council.

18. Information Items

None received.

19. Matters for Report

20. 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)."

