

ST. JUST-IN-PENWITH TOWN COUNCIL

**Council Offices
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St Just
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Cornwall TR19 7LS**

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14 March 2017



TOWN COUNCIL MEETING

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

DATE: MONDAY 20 MARCH 2017

TIME: 7.15 P.M.

VENUE: COUNCIL CHAMBER, 1 CHAPEL STREET, ST JUST

Town Clerk

To:

Mayor: Councillor K McFadden

Deputy Mayor: Councillor Stevens

Councillors

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

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

20 MARCH 2017

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 10.00 a.m.** on the Friday preceding the meeting.

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. 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 Council held on 6 March 2017 (copy attached).

6. Matters Arising

7. Report of the Town Mayor, Deputy Town Mayor and Town Councillors

8. Report of the Cornwall Councillor

9. Local Maintenance Partnership (LMP) 2017 – 18 – Eligible Funding & Retention of Contractor

The Town Council is asked to accept the grant offer of £6,820 from Cornwall Council for cutting the public rights of way in the parish as part of the LMP for 2017 – 18. The Town Council is also asked to suspend Standing Orders to re-engage Scottworthy Estate Services as its preferred contractor to carry out the cutting of the footpaths on the Council's behalf. Town Clerk to report at the meeting.

10. South West Coast Path - Local Maintenance Partnership (SWCP) 2017 – 18 – Eligible Funding & Retention of Contractor

The Town Council is asked to accept the grant offer of £331.97 from Cornwall Council to cut detailed lengths of the SWCP in 2017 – 18. The Town Council is also asked to suspend Standing Orders to re-engage Scottworthy Estate Services as its preferred contractor to carry out the cutting of the footpaths on the Council's behalf. Town Clerk to report at the meeting.

11. Grass Cutting Agreement - Closed Churchyard St Just

The Town Council to consider acceptance of the grass cutting agreement with Cornwall Council for the Closed Churchyard, St Just for 2017 -18. Under the terms of the agreement Cornwall Council will pay the Town Council £81.24 for three cuts. As in previous years this work will be undertaken by Far West Garden Services as part of the Grass Cutting Contract.

12. Proposed Base Station Installation at CTIL208095 – VF12958 – TEF50856 – St Just Cricket Club, Cape Cornwall Road, St Just

Town Council to consider the attached letter dated 6 March 2017 from Sinclair Dalby Ltd regarding a proposal for the installation of a base station at the St Just Cricket Club on which the Town Council's comments are being sought.

13. Neighbourhood Planning – Area of Designation

The Town Council is asked to approve the submission of a formal “area of designation” application to Cornwall Council as part of the Neighbourhood Planning process.

14. Freehold Acquisition– Acceptance of Quotation for Legal Services

The Town Council is asked to consider the acceptance of a quotation for the engagement of legal services in connection with the purchase of the Council building, Lafrowda Car Park from Cornwall Council, and including the transfer of Pendeen Car Park, public toilets, street lighting, bus shelters and recycling facilities at both locations. Quotations have been received from Stephens-Scown, Coodes and Nalders solicitors. Details attached for members of the Town Council only.

15. Finance

(a) Grant Applications

To consider the attached grant application from the Friends of St Just Library in connection with its annual running costs following devolution of the service to the group in 2017.

(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

None received.

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. St Just in Bloom

Town Council to consider a request from St Just in Bloom to use the display cabinet in Bank Square as an awards display case and to agree to cover the cost of necessary works to the cabinet to make it "fit for purpose". Town Clerk to provide further details at the meeting.

18. Data Protection & Document Management Policies

Town Council is asked to approve the attached draft policies in accordance with the recommendations of the Internal Audit Committee.

19. Meeting Dates for 2017 / 18

The Town Council is asked to approve the draft timetable of meetings for the municipal year 2017 – 18.

20. Matters for Report

21. Information Item

None.

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)

NOTICE TO THE PUBLIC – BROADCASTING / USE OF SOCIAL MEDIA AT COUNCIL MEETINGS

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.

*Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, **we cannot guarantee this**, especially if you are speaking or taking an active role*