

ST. JUST-IN-PENWITH TOWN COUNCIL

Council Offices
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8 May 2018



ANNUAL MEETING

Dear Councillor,

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

DATE: MONDAY 14 MAY 2018

TIME: ON THE RISING OF THE ANNUAL TOWN MEETING

VENUE: COUNCIL CHAMBER, 1 CHAPEL STREET, ST JUST

Cas Leo

Town Clerk

Councillors

Cllr. Ms. Z Baxter
Cllr. Mrs. M. Blundy
Cllr. B. Clemens
Cllr. Mrs. S. James
Cllr. J. Manser
Cllr. Ms. C. Moore

Cllr. F. Morris
Cllr. Ms. L. Paine
Cllr. G. Prowse
Cllr. G. Roberts
Cllr. Ms. D. Shephard
Cllr. Mrs. B. Strick

14 MAY 2018

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 16 April 2018 (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). The only travel claim Marna Blundy £25.20.

9. Appointment to the Town Council Committees and Steering Groups

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

(a) Staffing Committee (5 councillors)

(b) Internal Audit Committee (6 councillors)

(c) Neighbourhood Planning Steering Group

10. Council Appointments to Outside Bodies

(a) Cornwall Association of Local Councils

One representative

- (b) Geevor Partnership
One representative
- (c) Cornish Mining Consultative Forum
One representative (plus one substitute member)
- (d) West Penwith Community Bus Committee
One representative
- (e) St Just Community Sports Hall
One representative
- (f) St Just and Pendeen Sure Start Children's Centre
One representative
- (g) Rural Transport Partnership
One representative
- (h) Centre of Pendeen
One representative
- (i) Local Council Planning Forum
One representative
- (j) St Just & Huelgoat Twinning Association
One representative
- (k) Board of Trustees Pengarth Day Centre
One representative
- (l) Penzance, St Just Nevada City & Bendigo Twinning Group
Two representatives
- (m) Mayor's Parlour
One representative (Town Mayor)

- (n) West Cornwall HealthWatch
One representative
- (o) D & C Police Liaison Group
One representative
- (p) Tin Coast Partnership Working Group
One representative and one substitute member
- (q) Penwith Landscape Partnership
One representative
- (r) St. Just Miners' Chapel
Councillor Brian Clemens
- (s) Plastic Free Coastlines
One representative

11. Finance

- (a) Financial Assistance.

To consider two applications circulated with the posted agenda by the Town Clerk which sets out requests for financial assistance from St Just Youth Football Club (brought Forward from last meeting) £1500.

The Children's Ark £600.

- (b) Accounts for Payment

To approve the accounts for payment £1733.39 as set out on the attached schedule.

- (c) Letters of Thanks

None

- (d) Insurance

The insurance renewal is due on 1 June 2018 which is £1225.57, it was previously agreed by Council to take out a long-term agreement with

Zurich Municipal until 2021. Last year's cost was £1206.99.

(e) **Mayors Allowance 2017/18**

The Mayor was granted £1000 at the start of the year. He had allocated £222 in year and requested that any remaining allowance at year end £778 is split between three local charities: Pendeen Band, Miners' Chapel and Douglas Woolcock Trust.

12. 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) **Enforcements**

To note any enforcements received since the last meeting.

13. Neighbourhood Plan

Update from the Councillors engaged with the Neighbourhood Plan. The Neighbourhood planning teams are looking for somewhere to put a 3/4 drawer lockable filing Cabinet to store physical evidence gathered over the coming months/ year or so. Could they have a corner somewhere in the outer office area accessible when we have meetings.

14. Network Panel Highways Scheme

Geoff Brown is confirmed as coming to the next Community Network Panel meeting scheduled for 7pm on Thursday 17th May. The Council may wish to discuss its own position following Sue James email dated 24 April 2018.

15. Western Waste Ltd deployment application KB3836RF D0006

Proposal to deploy shellfish waste in AONB area Sancreed and other Penwith sites, either in or bordering the parish. This permit is not subject to Planning and as such is not in the public domain and residents who will be affected may be unaware. Sue James mentioned it does affect the landscape appearance and it is putting huge amounts of liquid on the land.

16. Information Items

The Internal Auditor's visit is due on 23 May 18. Year End 31 March 2018 documents will be submitted to full council at the next meeting after the internal audit. The External Auditors have changed for all Councils nationally and the reporting timeline/process is also different to last year; it is now due by 11 June 2018 nearly a month later than last year.

PLANNING (LISTED BUILDINGS AND CONSERVATION AREAS) ACT 1990
BUILDINGS OF SPECIAL ARCHITECTURAL OR HISTORIC INTEREST.
Pendeen War Memorial. Churchyard of St John the Baptist, Pendeen,
Cornwall (SW3821834161). Following a recommendation from John
Allen of the Pendeen Parochial Church Council we are adding Town
Council to our list of consultees and writing to let you know that Historic
England is considering the above war memorial.

17. Matters for Report

Damage to the Pendeen Notice Board making it unsafe to use at moment.

18. 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).