

PENZANCE TOWN COUNCIL

Encompassing Gulval, Heamoor, Mousehole, Newlyn & Penzance



**TOWN CLERK:
HESTER HUNT**

**PENLEE CENTRE
PENLEE PARK
PENZANCE
CORNWALL TR18 4HE
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4 December 2018

To: All Town Councillors

You are hereby summoned to a meeting of the Penzance Town Council to be held in The Alverne Room, St John's Hall, Penzance on Monday 10 December 2018 at 7.00 pm to discuss the business set out in the Agenda below.

A handwritten signature in black ink, appearing to read 'Hester Hunt'.

Hester Hunt
TOWN CLERK

cc: Council's Chaplain, Cornwall Councillors (Penzance), Inspector of Police (Penzance),
The Press

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.

Prior to the commencement of the business to be transacted the following will take place:-

Prayers

AGENDA

1. Apologies for absence
2. Declarations of Interest. Members to declare disclosable pecuniary interests and non-registerable interests (including the details thereof) in respect of any items on this agenda, including any gifts or hospitality exceeding £25. (Cornwall Code of Conduct 2014)
3. Public participation time (lasting up to 15 minutes in total)
(a) Presentation re accessibility in the town centre (Penny Young)
4. Cornwall Councillors' reports
5. To resolve to exclude members of the press and public. To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted. **Public Bodies [Admission to Meetings] Act 1960.**
6. To approve written requests for dispensation

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7. To confirm the Minutes of the Town Council meeting of 29 October 2018 (see attached)
8. To deal with business expressly required by statute to be done
9. To receive questions from members of which prior written notice has been given (SO No.15)
10. Town Mayor's Announcements (see attached)
11. To note the Minutes of the following Committee meetings (see attached):-
 - (a) Planning Committee – 7 and 28 November 2018
 - (b) Penlee House – 12 November 2018
 - (c) Leisure & Amenities – 19 November 2018
 - (d) Finance & General Purposes – 26 November 2018
12. Reports for decision (see attached):-
 - (a) Staff training budget
 - (b) External communications budget
 - (c) East Ward bi-election costs
 - (d) Vehicle lease 2019
 - (e) War Memorial restoration
 - (f) Penlee House – HLF funding
 - (g) Princess May Recreation Ground budget
 - (h) Revised budget 2018/19 and draft budgets 2019/20 to 2021/22
 - (i) General Data Protection Regulations – approval and adoption of policy
 - (j) Penzance Chamber of Commerce – new Town Council representative
 - (k) Social Action Working Group Strategy (to follow)
 - (l) Review of Standing Orders
 - (m) Communications Strategy Working Group – rebranding
 - (n) Annual Remembrance Sunday Service
 - (o) Electric vehicle (EV) charging points – Penlee Car Park
 - (p) Tour of Britain Cycle Race
13. Reports from outside bodies for information (see attached):-
 - (a) 50+ Forum (Cllr Young)
14. Reports for information (see attached):-
 - (a) Health, Safety & Wellbeing quarterly report
 - (b) Bench audit update
 - (c) Insurance renewal
 - (d) Penzance Football Club agreement (verbal update)
15. Confidential reports for information
 - (a) Bryncliffe Flat, Alexandra Road
 - (b) Penlee Lodge – inspection reports
 - (c) Personnel Committee – Minutes of meeting 21 November 2018
16. Matters arising for report only