

SENNEN PARISH COUNCIL

Chairman: Councillor Colin McClary
Clerk: Mrs Alexis Male, 2 Lands End Road, St Buryan, Penzance TR19 6ES
Tel/Fax: 01736 871020 Email: sennenpc@gmail.com

20th July 2021

Notice is hereby given that an Extraordinary Meeting of Sennen Parish Council will take place in Churchtown Hall on Monday 26th July 2021 at 7.00pm



R Puddiphatt
Vice chair (for the clerk)

AGENDA

1. To accept **APOLOGIES** for absence
2. To receive any **DECLARATIONS OF INTEREST** in accordance with the agenda
3. To discuss and agree any **DISPENSATION APPLICATIONS**
4. To invite **PUBLIC COMMENT**
5. **MINUTES OF THE PREVIOUS MEETING**
To resolve that the minutes of the previous meeting, held on 2nd July 2021 having been previously circulated, be taken as read, approved and signed
6. **PARISH AMENITIES**
 - **Footpaths & Open Spaces**
To agree to carry out a footpath audit & management review & to delegate this to a working group.
To agree members & chair of the working group

7. FINANCE & GOVERNANCE

● Accounting & Governance Annual Review (AGAR)

- To receive and approve internal audit & supporting financial information.
- To receive the receipts and payments account year ending 31/3/2021
- To review, agree and sign the Annual Governance Statement 2020/21
- To review, agree and sign the Accounting Statements 2020/21
- To set a date for the Exercise of Public Rights

● Policies

- To review the results of public consultation on the draft Standing Orders and consider any changes to the draft text
- To agree to adopt the draft Standing Orders with a review to be set before the next AGM
- To agree to adopt the Cornwall Council Code of Conduct with a review to be set before the next AGM
- To review the results of public consultation on the Litter & Waste Policy and consider any changes to the draft text
- To agree to adopt the Litter & Waste Policy with a review to be set before the next AGM
- To agree a draft policy of the Website & Communications Working Party

8. STAFF MANAGEMENT

- To resolve to appoint a councillor(s) to an unpaid post(s) with authority to act in the name of the Council in the absence of a clerk.
- To resolve to appoint a councillor to oversee interim management of the toilet cleaning contract & troubleshooting in the absence of a clerk.
- To agree the purchase of a Parish mobile phone
- To resolve to form a Staff Management Committee (4 councillors).
- To agree to adopt the Staff Management Committee Terms of Reference.
- To delegate the recruitment process to the Staff Management Committee
- To agree a sum to be able to be spent by the Committee for recruitment expenses

9. ITEMS FOR INCLUSION ON NEXT MONTH'S AGENDA

To agree to any additional items to be included on the next month's agenda.

● Sennen Community Centre

- To receive and consider for approval the audited accounts 2019/20
- To appoint a councillor as a representative to the Community Centre Committee

10. DATE OF NEXT MEETING

To confirm the date of the next ordinary meeting of the Council as Friday 3rd September 2021

11. CONFIDENTIAL MATTERS

Under 1976 Public Bodies (Admission to Meetings) Act to resolve to exclude the press and public due to the confidential nature of the business to be discussed.

- Council employment

The Extraordinary Meeting of the Parish Council will be followed by:

A MEETING OF SENNEN PARISH COUNCIL STAFF MANAGEMENT COMMITTEE 26th July Sennen Churchtown Hall, 8pm

AGENDA

1. Under 1976 Public Bodies (Admission to Meetings) Act to resolve to exclude the press and public due to the confidential nature of the business to be discussed.
2. To agree the proposals for the recruitment of a clerk to Sennen Parish Council