



PENZANCE COUNCIL

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PENZANCE
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TOWN CLERK: JAMES HARDY

27 May 2025

To: All Penzance Councillors

You are hereby summoned to a meeting of Penzance Council to be held in the Alverne Room, St John's Hall, Alverton Street, Penzance on Monday 2 June 2025 at 7.00 pm, or upon the rising of the extraordinary Penzance Council meeting, whichever is later, to consider the business set out in the appended Agenda.

James Hardy
Town Clerk

cc: Council's Chaplain, Cornwall Councillors (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

General principles of public life

Selflessness – Members should serve only the public interest and should never improperly confer an advantage or disadvantage on any person.

Honesty and integrity – Members should not place themselves in situations where their honesty and integrity may be questioned. The public nature of a Member's role means the distinction between acting in your official capacity and your private life may become blurred and a Member's honesty and integrity may therefore be questioned. As a result, a Member must ensure that, as far as possible, there is clear separation between what they do in their private life and in their capacity as a Member. This is especially the case when a Member's activity in their private life relates to the functions of the Council and/or their corporate responsibilities as a Member such that a reasonable member of the public may perceive that the conduct comes within the scope of this Code of Conduct.

Objectivity – Members should make decisions on merit, including when making appointments, awarding contracts, or recommending individuals for rewards or benefits.

Accountability – Members should be accountable to the public for their actions and the manner in which they carry out their responsibilities, and should co-operate fully and honestly with any scrutiny appropriate to their particular office.

Openness – Members should be as open as possible about their actions and those of their authority, and should be prepared to give reasons for those actions.

Leadership – Members should promote and support these principles by leadership and, by example, and should act in a way that secures or preserves public confidence.

In line with the Cornwall Code of Conduct, Penzance Council has also adopted the following principles:

Duty to uphold the law – Members should uphold the law and, on all occasions, act in accordance with the trust that the public is entitled to place in them.

Personal judgement – Members may take account of the views of others, including their political groups, but should reach their own conclusions on the issues before them.

Respect for others – Members should promote equality by not discriminating unlawfully against any person, and by treating people with respect, regardless of their race, age, religion, gender, sexual orientation or disability. They should respect the impartiality and integrity of the authority's statutory officers and its other employees.

Stewardship – Members should do whatever they are able to do to ensure that their authorities use their resources prudently, and in accordance with the law.

“We pledge to ensure that the decisions we take today will benefit future generations.”

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 2021 as amended by Penzance Council 24 May 2021)
3. To Approve Written Requests for Dispensation
4. Public Participation Time (lasting up to 15 minutes in total)
5. Cornwall Councillors' Reports
6. Exclusion 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.
7. To Confirm the Minutes of the Penzance Council Meeting of 10 March 2025
8. To Confirm the Minutes of the Annual Penzance Council Meeting of 19 May 2025
9. To Receive Questions from Members of which Prior Written Notice has Been Given (SO No.17)
10. To Note the Minutes of the Following Committee Meetings
 - (a) Planning Committee – 12 March, 2 April, 23 April and 21 May 2025
 - (b) Arts and Culture Committee – 24 March 2025
 - (c) Leisure and Amenities Committee – 31 March 2025
 - (d) Finance and General Purposes Committee – 14 April 2025
11. Reports from Committees for Decision
Leisure and Amenities
 - (a) Virement of Funds from the General Fund to the Wellfields Car Park BudgetFinance and General Purposes
 - (b) Use of Leisure and Amenities Earmarked Reserve – Alexandra Play Park and Tennis Courts
12. Reports for Decision
 - (a) Interim Extension to Current Public Toilet Cleaning Contract
 - (b) Penlee Learning Centre Feasibility Study
 - (c) Adoption of Financial Regulations, Standing Orders and Statement of Internal

Control

- (d) Approval of Penzance Council Investments Policy
- (e) Internal Audit End of Year Report 2024/25 and Appointment for 2025/26
- (f) Declarations of any Conflicts of Interest with the External Auditor
- (g) Annual Governance and Accounting Statement 2024/25
- (h) Appointment of Bank Signatories
- (i) Cornish Towns Visitor Voluntary Contribution Scheme – Feasibility Study

13. Reports for Information

- (a) Service Level Agreement Update – Golowan Festival CIC
- (b) Service Level Agreement Update – Penzance and West Penwith Old Peoples Welfare Trust (Pengarth)
- (c) Service Level Agreement Update – Sustainable Penzance

14. Reports from Outside Bodies - for Information

- (a) Penwith 50+ Forum

15. Matters Arising for Report at Next Meeting