



CORNWALL ASSOCIATION OF LOCAL COUNCILS

Unit 1, 1 Riverside House, Heron Way, Newham, Truro, Cornwall TR1 2XN

CALC LARGER LOCAL COUNCILS COMMITTEE THURSDAY, MARCH 16TH, 2023

**ST AUSTELL TOWN COUNCIL OFFICES, THE STABLE BLOCK, PONDHU
HOUSE, PENWINNICK ROAD, ST AUSTELL, PL25 5DP**

AT 10.30AM

A G E N D A

Refreshments will be available from 10am and a light lunch will be provided for those wishing to stay.

1. Welcome and Apologies for Absence
2. Election of Chairman
3. Election of Vice-Chairman
4. Guest Speaker : Shared Prosperity Fund and other funding opportunities - David Rodda, Economic Growth Manager, Cornwall Council
5. Items raised by members
 - a. CCTV provision from Tolvaddon
 - b. Future role of Community Network Panels
 - c. Items raised by members not already discussed
6. To confirm dates, venues and speakers for future meetings

The meeting of the Society of Local Council Clerks will take place following this meeting. Members are welcome to stay for the Clerks' meeting.

Cornwall Association of Local Councils

Calendar of Meetings 2023

Thursday, 16 February 2023	Larger Councils Clerks Briefing	Online	
Tuesday, 21 February 2023	CALC AGM	Face-to-Face	Bodmin
Thursday, 16 March 2023	CALC Larger Councils Committee Meeting	Face-to-Face	St Austell
Tuesday, 4 April 2023	CALC Executive Meeting – bi-monthly	Online	
Wednesday, 19 April 2023	CALC Housing Conversations Event	Face-to-Face	Heartlands, Redruth
Thursday, 20 April 2023	Larger Councils Clerks Briefing	Online	
Monday, 24 April 2023	Smaller Councils (SLCC) – Clerks	Online	
Thursday, 18 May 2023	Larger Councils Clerks Briefing	Online	
Tuesday, 6 June 2023	CALC Executive Meeting – bi-monthly	Online	
Thursday, 15 June 2023	CALC Larger Councils Committee Meeting	Face-to-Face	TBC
Monday, 26 June 2023	Smaller Councils (SLCC) – Clerks	Online	
Thursday, 20 July 2023	Larger Councils Clerks Briefing	Online	
Tuesday, 1 August 2023	CALC Executive Meeting – bi-monthly	Online	
Thursday, 17 August 2023	Larger Councils Clerks Briefing	Online	
Thursday, 21 Sept 2023	CALC Larger Councils Committee Meeting	Face-to-Face	TBC
Monday, 25 September 2023	Smaller Councils (SLCC) – Clerks	Online	
Tuesday, 3 October 2023	CALC Executive Meeting – bi-monthly	Online	
Thursday, 19 October 2023	Larger Councils Clerks Briefing	Online	
Tuesday, 24 October 2023	CALC AGM	Face-to-Face	St Erme
Thursday, 16 Nov 2023	Larger Councils Clerks Briefing	Online	
Tuesday, 5 December 2023	SLCC Branch AGM	TBC	TBC
Tuesday, 5 December 2023	CALC Executive Meeting – bi-monthly	Online	

Notes:

CALC Executive

First Tuesday every other month

CALC Larger Councils Committee Meeting

Quarterly on the 3rd Thursday (to be hosted by a member council face to face)

CALC Larger Councils Clerks Briefings

Monthly on the 3rd Thursday on Teams (note: no meeting in the month of the face-to-face committee meeting)

SLCC Smaller Councils networking (Julie Larter)

Supported by the CALC office, quarterly on pre-arranged dates normally towards the end of the month - Online.

CORNWALL ASSOCIATION OF LOCAL COUNCILS

Affiliated to the National Association of Local Councils

Serving Cornwall's Parish and Town Councils



CALC LARGER COUNCILS COMMITTEE

TERMS OF REFERENCE

1) NAME

The Committee shall be known as the Cornwall Association of Local Councils (CALC) Large Councils Committee.

2) OBJECTIVES

- a) to promote membership of the Cornwall Association of Local Councils
- b) to develop, formulate and respond to the policy issues affecting Larger Local Councils
- c) to assist member councils in the exercise of their duties and services
- d) to provide a forum for networking opportunities for elected members and officers of Larger Local Councils for the sharing of best practice
- e) to inform and support the Executive Committee of the Cornwall Association of Local Councils on issues affecting larger local councils in Cornwall County Council
- f) to protect and promote the interests, rights and functions of member councils and to determine business specifically and only relevant to larger local councils

3) MEMBERSHIP

Membership of the committee is restricted to :

- a) any local council affiliated to the Cornwall Association of Local Councils and has either
 - i) an electorate of the council which exceeds 5,000 or
 - ii) an expenditure budget of the council which exceeds £350,000
- b) The Chairman and Vice Chairman of the Cornwall Association of Local Councils.

4) VOTING

- a) Each member council shall be entitled to one vote and any vote cast must be made by the voting representative of the member council. In the absence of a voting member, an officer may vote on behalf of the member council.
- b) At all meetings, every question shall be determined by a show of hands or by a ballot if one third of those present and entitled to vote request such a ballot.

- c) In the case of an equality of votes, the person presiding at any meeting of the Committee shall be entitled to a second casting vote.

5) Clerk to the Meeting

The Clerk to the meeting shall be the County Executive Officer of the Cornwall Association of Local Councils.

6) Annual Meeting

- a) There shall be an annual meeting of the Committee held in June each year as the meeting shall direct.
- b) The Chairman and Vice Chairman shall be elected at the Annual Meeting of the Committee.
- c) The Annual Meeting shall establish a calendar of meetings for the year.
- d) The Chairman shall take the Chair at all meeting of the Committee if present. In the absence of the Chairman, the Vice Chairman shall perform the duties of the Chairman. If at any meeting the Chairman and Vice Chairman are absent, the voting members present shall elect, from amongst their number, a Chairman for that meeting.
- e) The quorum at the Annual Meeting shall be one third of the number of persons entitled to vote. If, at an Annual Meeting, no quorum is present within half an hour of the time appointed for the commencement of business, the meeting shall stand adjourned to a date, time and place to be decided by the Chairman.
- f) Member councils will be given not less than 21 clear days notice of the date, time and place of the Annual Meeting.

7) Ordinary Meetings

- a) The Committee shall meet at least four times per year, one of which shall be the Annual Meeting.
- b) Every member council shall be entitled to appoint and be represented by two members at any Committee meeting, one of which may be the Clerk to the Council.
- c) The quorum at an Ordinary Meeting shall be one third of the number of persons entitled to vote
- d) Notice of the date, time and place of Ordinary Meetings shall be given fourteen clear days in advance of the meeting, together with details of the items to be discussed.
- e) Any member council wishing to place an item on the agenda must give written notice of the item to the Clerk at least 21 clear days before the date of the meeting.

Adopted : April 28, 2010