

St Keyne & Trewidland Parish Council Councillors' Responsibilities

The Chair asks that councillors who have volunteered to take on additional responsibilities will:

- Make periodic reports back to the public meeting
- Act as a point of contact for residents
- Act as a point of contact for Cornwall Council or other agencies, where appropriate.

| Office held | Current 2021/22 | Duties |
|--|---|---|
| Liskeard & Looe Community Network Panel Maintenance | Sally Lewis & Peter Higgs Alex Blackwell | Attend quarterly CNP meetings. Carry out weekly safety inspections of the play equipment at Jubilee Park, and periodic safety inspections at the Lawn Cemetery. |
| Community Emergency Plan | Kevin Shovelton | Production and maintenance of the CEP. Periodic review. Implementation as appropriate. |
| Scrutiny Committee | Sarah Whiting | Meets as required to receive and respond to complaints about service provision and staffing. Carries out annual appraisal of Parish Clerk. |
| St Keyne Village Hall | Sally Lewis | Periodic attendance at village hall committee meetings to act as link between the two organisations. Promote parish council initiatives and support the hall committee where appropriate. |
| Trewidland Village Hall | Angela Woodman | Periodic attendance at village hall committee meetings to act as link between the two organisations. Promote parish council initiatives and support the hall committee where appropriate. |
| Paths & Stiles | Lindsey Ellis & Kevin Shovelton | Acts as contact for landowners and Cornwall Council. Monitors existing network to maintain access. |
| Community Safety | tba | To manage the council's relationship with police, Neighbourhood Watch and speed campaigns. |

September 2021