

# PADSTOW TOWN COUNCIL

Station House  
Station Road  
Padstow  
Cornwall  
PL28 8DA

Kathy Pemberton  
Town Clerk  
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16 May 2018

**TO: MEMBERS OF HIGHWAYS, ROADS AND TRANSPORT COMMITTEE**  
Councillors F J Bealing, R Buscombe, K Freeman, R Higman, A Rickard,  
D N Vivian and C Watson Smyth

Dear Member

All Members of the Committee are hereby summoned to attend a meeting of the **HIGHWAYS, ROADS AND TRANSPORT COMMITTEE** at the Council Offices, Station House, Station Road, Padstow on **Tuesday 22 May 2018 at 7.30 pm or on the rising of Planning Committee meeting, which ever the later** for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Yours faithfully

A handwritten signature in black ink, appearing to be 'Kathy Pemberton', written over a light blue horizontal line.

Kathy Pemberton  
Town Clerk

**Please note start time for this meeting**

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## Agenda

**Press & Public are invited to attend**

- 1. Election of Chairman/Vice Chairman**
  - i) To **ELECT** Committee Chairman
  - ii) To **ELECT** Committee Vice-Chairman (if Committee so wishes)
- 2. To receive apologies for absence**
- 3. To receive announcements (if any):** For information only
- 4. To receive declarations of interest** relating to items on the agenda in accordance with Padstow Town Council's code of conduct.
- 5. Public Participation:** to receive submissions from members of the public relating to items on the agenda, in accordance with the Council's code of conduct & standing orders.
- 6. To agree the minutes** of the meeting held on **Tuesday 7 November 2017**
- 7. Committee Terms of Reference:** To receive the Committee's terms of reference and make any recommendations for amendment to Council (if necessary)

- 8. Clerks Report/Works Programme:** To receive an update for information.
- 9. Correspondence:** To note any correspondence received (if any) for information
- 10. Date of next meeting:** Tuesday 5 June 2018 Time: TBC
- 11. EXCLUSION OF PRESS & PUBLIC:** To consider and if appropriate, to pass the following resolution: That in accordance with section 1(2) of the Public Bodies (admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.
- 12. To agree the confidential minutes** of the meeting held on **Tuesday 7 November 2017**