

PADSTOW TOWN COUNCIL

Minutes of the Highways, Roads and Transport Committee meeting held on Tuesday 19 June 2018 at the Council Offices, Station House, Station Road, Padstow at 7.00 pm

Present: Councillors K Freeman (Chairman), F J Bealing, R Higman, A Rickard (part), D N Vivian and C Watson-Smyth

In Attendance: Mrs K Pemberton (Town Clerk) and Mrs S Daly (Support Officer and Minute Taker)

- HRT2018/13** **Apologies for absence:** Apologies were received from Councillor R Buscombe.
- HRT2018/14** **Announcements:** There were no announcements.
- HRT2018/15** **Declarations of Interest:** There were no declarations of interest.
- HRT2018/16** **Public Participation:** There was no public participation.
- HRT2018/17** **Minutes: RESOLVED** that the Minutes of the meeting held on **Tuesday 22 May 2018** be signed as a true record of the meeting.
- HRT2018/18** **Works Programme:** The updates were noted as per the agenda paper. The Chairman confirmed that requests arising from the Padstow Carnival meeting could be taken to the July meeting of the full Council to avoid delay.

A member requested that CCTV be placed on the October agenda for discussion. The Town Clerk confirmed that Station House had been "future proofed" to allow for installation of CCTV should Council so wish. She now needed to ascertain how the new Data Protection Act impacted the use of CCTV. The item on the roadway to the Camel Trail also be added to October.

- HRT2018/19** **Additional Parking Enforcement Hours:** There was much discussion on this item. Generally it was considered that the approach must be consistent in order to be an effective deterrent. It was suggested this could be achieved through maintaining a presence 7 days per week for a minimum of 3 hours and this be continued throughout the summer.

It was outlined that there was a budget of £10,000 for this provision and that any enforcement hours needed to be kept within this budget. This would need to be outlined to CC when pulling together the SLA.

In response to a member query, the Town Clerk confirmed that safety concerns for Enforcement Officers patrolling Trevone, namely lack of radio contact, had been resolved. Committee was pleased that patrols in Trevone could be included, noting that poor parking caused a number of access difficulties.

It was noted that any additional enforcement would need to factor travel time into any hours booked and that currently Cornwall Council (CC) patrolled 4 times per week with an average patrol time of 90 – 120 minutes. The Town Clerk advised that it was important to ensure that value for money (vfm) for service could be measured prior to entering into any Service Level Agreement (SLA). Such as ensuring that the higher costs of weekend and bank holiday enforcement did not always fall to Padstow Town Council.

It was noted that Padstow Town Council did not have the power to enforce on-street parking. References in the example SLA to off-street parking were requested to be removed.

Mention was made that the agreement should be entered into prior to the start of the summer holidays. It was felt that the additional enforcement should commence as soon as practicable and last until October. Committee considered that this would be a 12 week period.

The Town Clerk suggested that the CC Officer be invited to a meeting to walk through arrangements for any SLA and asked Committee to consider if they were satisfied with CC's breakdown of core enforcement routes both regular and ad hoc, as detailed in the agenda pages.

RESOLVED that the SLA for additional parking enforcement include the following general criteria, within the allocated £10,000 budget i) it be for a period of 12 weeks commencing as soon as practicable; ii) the current 4 day patrol be enhanced to cover 7 days per week; iii) the main road through Trevone be added to the ad hoc routes; iv) Dennis Road be upgraded to a regular route; v) core patrol time to be between 10am and 7pm with the exception of routes for which parking restrictions are lifted at 6pm, these should not be included during the hour of 6pm – 7pm; and vi) that the SLA be delegated to the Town Clerk in consultation with the Chairman to progress.

HRT2018/20

Railway Car Park Review:

Visit by Health and Safety Advisor: Committee noted the agenda report which outlined that overall Council's Health and Safety advisor, Jim Nicholson was satisfied with the controls in place following his visit to the Car Park on a busy day over the May half term. He had raised one issue with a pedestrian queue which the Town Clerk had followed up and resolved. If members agreed, she considered it would be beneficial to request that Mr Nicholson return in the summer to conduct a similar audit.

A member raised an issue with Camel Trail users not knowing where the toilet facilities were and suggested signs be erected at the end of the Camel Trail.

RESOLVED to i) invite Council's Health and Safety Advisor, Jim Nicholson to visit the Railway Car Park in the summer;

and ii) to install directional toilet signs at the end of the Camel Trail.

Parking By Hatchery and Sand Operations: The Town Clerk updated that further to the two suggestions from Council's Surveyor, Shaun Watts as outlined in the agenda report, she had now heard from Mr Nicholson. It was noted that Mr Nicholson favoured option 2 which removed all parking in the area adjacent to the Hatchery. He considered that the delineated bays in option 1 would increase activity in the area. However, he considered that both options would be an improvement.

One member considered that seating in this area, close to the sand operations would be more dangerous than at present. They noted that currently Hatchery employees parked in the area, remaining there all day and that by adopting option 1 as part of the main car park would see an increase in the turnover of vehicles.

Councillor A Rickard left the meeting and did not return.

There was some discussion that the 3 parking spaces in option 1 could be utilised by Season Ticket holders in some way or leased to relevant tenant. The Chairman considered that further discussions in this regard should be discussed during confidential session.

HRT2018/21 **It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**

HRT2018/22 See Confidential Minutes.

HRT2018/23 **Date of Next Meeting:** Tuesday 2 October 2018 at 7.00 pm was noted.

Meeting closed at 7.35 pm