

## **PADSTOW TOWN COUNCIL**

### **Minutes of the Leisure, Tourism and Open Space Committee meeting held on Tuesday 10 July 2018 at the Council Offices, Station House, Station Road, Padstow at 6.30 pm**

**Present:** Councillors C Watson-Smyth (Chairman), A P Flide, A Rickard and D N Vivian

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

**LTOS2018/17      Apologies for absence:** were received from Councillors F J Bealing and R Clark

**LTOS2018/18      Announcements:** There were no announcements.

**LTOS2018/19      Declarations of Interest:** There were no declarations of interest.

**LTOS2018/20      Public Participation:** There was no public participation

**LTOS2018/21      Victoria Shelter Specification:** Councillor Rickard and the Town Clerk provided an update to Committee in this regard. As discussed last time, members considered that the shelter required a full renovation and not simply re-patching in order to bring it up to a suitable and robust standard, hence why the Committee requested a full specification be drawn up for repair.

The Project Manager estimated a cost in the region of £24,000, with the majority of the sum attributable to costs associated with accessing the shelter's difficult location. The Town Clerk confirmed that the sum was below the threshold to place on Contract finder and that as per the Financial Regulations, at least 3 quotations were required to be sought. If Committee was happy with the specification the Project Manager could progress with seeking quotations.

Members were happy with the specification as detailed in the agenda papers, although considered that p35 of the agenda (page 3/7 of the specification) should specify black UPVC rather than proposing it be painted black to assist with any future maintenance costs. Furthermore, members considered that where possible, local contractors should be approached to provide a quotation. Any suggestions would be passed to the Project Manager.

It was noted that work would hopefully be expected to take place September/October time however, access would be weather dependent.

**RESOLVED** subject to amending references to painting UPVC black to black UPVC, to i) approve the prepared specification for works to the Victoria Shelter as detailed in the report by Nova Surveyors; ii) request that the Project Manager seek quotations based on the specification; and iii) the Project Manager be requested to approach local contractors for quotations where possible. A suggestion from Committee in this regard was Mr Swabey.

- LTOS2018/22**     **Dogs on Trevone Green:** Committee considered a request that dog owners should be required to place dogs on leads on the Trevone Green and that signs be erected in this regard.  
**RESOLVED** to i) agree that dogs should be on leads on Trevone Green and approve the siting of signs on Trevone Green requesting that dogs be placed on leads; and ii) signs be purchased from the Leisure, Tourism and Open Spaces Equipment, Furniture and Materials budget.
- LTOS2018/23**     **Request from Padstow Church:** Members considered a request from Padstow Church for assistance. It was **RESOLVED** that the Maintenance Team be requested to put in the bases for 2 memorial benches in the church room garden by way of the teams usual method, courtesy of Padstow Town Council.
- LTOS2018/24**     **Padstow Cemetery:** The Town Clerk provided an update on a recent regulation issue pertaining to a grave in Padstow Cemetery. The Chairman confirmed that following a meeting with the family an amicable solution within the Padstow Town Council Cemetery Regulations had been agreed. The Outside Services Supervisor was overseeing the re-turfing and the bulbs would be planted at the appropriate time.
- LTOS2018/25**     **Date of Next Meeting:** Tuesday 4 September 2018 at 7.00 pm was noted.

Meeting closed 6.39 pm