

## **PADSTOW TOWN COUNCIL**

### **Minutes of the Leisure, Tourism and Open Space Committee meeting held on Tuesday 22 May 2018 at the Council Offices, Station House, Station Road, Padstow at 7.45 pm**

**Present:** Councillors F J Bealing, R Clark, D N Vivian and C Watson-Smyth

**In Attendance:** Mrs K Pemberton (Town Clerk), Mrs S Daly (Support Officer and Minute Taker) and 4 members of the public (part).

**LTOS2018/1 Election of Chairman/Vice Chairman:**

i) **RESOLVED** that Councillor Watson-Smyth be re-elected as Chairman whereupon he took the chair.

ii) At the request of the Chairman it was **RESOLVED** to amend the agenda order and move to agenda item 12.

**LTOS2018/2 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**

**LTOS2018/3** At the invitation of the Chairman, 4 members of the public were invited to address Committee in respect of a complaint concerning Padstow Cemetery. The members of public addressed Committee outlining their concerns in the matter as detailed in the confidential agenda papers. The Chairman thanked them for their attendance, he had wanted to give them opportunity to speak without waiting to the last item of the agenda. He advised that Committee would return to the original agenda order and discuss the matter in turn. Members of the public were welcome to remain during open session but could also leave if preferred. At this point the members of the public left the meeting.

**LTOS2018/4** It was **RESOLVED** to i) close the confidential session and re-open the meeting to the press and public; and ii) to move to agenda item 1. ii)

**LTOS2018/5 RESOLVED** that no Vice-Chairman be elected.

**LTOS2018/6 Apologies for absence:** were received from Councillors R Buscombe A P Flide and A Rickard.

**LTOS2018/7 Announcements:** There were no announcements.

**LTOS2018/8 Declarations of Interest:** There were no declarations of interest.

**LTOS2018/9 Public Participation:** There was no further public participation other than at agenda item 12, at the invitation of the Chairman.

**LTOS2018/10 RESOLVED** that the **minutes** of the meeting held on **Tuesday 6 March 2018** were a true record of the meeting and they were signed by the chair.

**LTOS2018/11**      **Committee Terms of Reference: RESOLVED TO RECOMMEND TO COUNCIL** that no changes be made to the Committee's Terms of Reference and be adopted unchanged.

**LTOS2018/12**      **Clerks Report/Works Programme:** was noted for information. The Town Clerk confirmed that the Trevone Flag Pole was an agenda item for the May meeting of the Full Council. This was following Cornwall Council's confirmation that it would require planning permission and associated costs.

It was noted a date had been set for Council's surveyor to carry out a site visit to the Victoria Shelter to work up a proposal for repair.

**LTOS2018/13**      **Updates:**  
**a) Skate Park:** A proposed program of works for the skate park was circulated and read. The Town Clerk confirmed that the application to clear planning condition 4 had been submitted to Cornwall Council. She further advised that quotes for the removal of the trees and tree stumps were being progressed. It was hoped that the removal of the play equipment, Council had already approved a quotation from M Vanstone in this regard, and tree works would take place in early July with Bendcrete commencing work in September. The Town Clerk would speak with Cornwall Council to seek access, if required, across the Link Road Car Park. Mention was made that it may be necessary to cordon off some parking spaces to facilitate a site office.

It was noted that the Project Manager was ascertaining whether Bendcrete could install the percolation pits. This would reduce the number of contractor's onsite. If Bendcrete were unable to do these works, quotes would be sought elsewhere. The project manager estimated the cost to be in the region of £5,000.

It was acknowledged that the second planning condition would be addressed and lifted following the commencement of works.

Committee discussed ways in which the electrics and drainage could be future proofed in the Lawns Car Park. It was felt a larger power supply would be needed to supply the buildings and any possible new lighting. It was thought a good idea to link the percolation pits to the main drainage system during any Lawns Car Park redevelopment works. Mention was made that the drainage system from the old toilet block would still be in place albeit in an unknown condition.

In response to a query, the Town Clerk clarified that the Project Manager had advised that Bendcrete had confirmed costs would not be affected by the delay. She further advised that at present there was approximately £8,000 still available in the budget. Should it be needed, the Responsible Financial Officer had confirmed that a request could be made to Council for additional funding from the Ground Maintenance Ear Marked Reserve. She was also investigating funding via the Section 106.

**RESOLVED** i) that the Town Clerk in consultation with Councillor Bealing a) approach Council's local electrician to seek advice on future proofing the electricity supply to the Lawns Car Park and associated buildings and b) the project manager be instructed to ensure the skate park drainage system can be connected to the mains drainage in the future. A site visit to be arranged with the Project Manager, Town Clerk and Councillor Bealing; and ii) to approve the indicative timetable as outlined in the programme of works as drafted by the Project Manager for submission to Cornwall Council by the Project Manager

**b) Rope Walk Allotments:** It was noted that the transfer of the Rope Walk Allotment was completed on 1 May 2018. Council had added the management of the same under Committee's terms of reference at its recent meeting.

**LTOS2018/14** **Correspondence:** None

**LTOS2018/15** **Date of Next Meeting:** Tuesday 5 June 2018, time to be confirmed was noted.

**LTOS2018/16** **Padstow Cemetery:**

Following the complainants earlier address to Committee by invitation during confidential session, the Chairman now sought his committees views on this matter. The Chairman confirmed that he and the Chairman of Council had been made aware of this issue when the matter arose. The actions of the Town Clerk were in keeping with Council's Regulations. Generally it was considered that there was little choice other than for the Committee to uphold the regulations in this regard.

Mention was made that on most occasions minor infringements can be found within the cemetery. It was felt that efforts should be made to try and consistently apply the regulations. The Town Clerk clarified that in practice this was not an easy task. At present actions to rectify breaches of regulation were taken only when the issue was brought to the attention of the office. Usually this was found to be in the case of a breach which was either visually significant or impacted the external team's maintenance of the area.

The Committee noted that to date, in respect of this issue, only the contravention of paragraph 51 of the Padstow Town Council Regulations 2014 had been raised. However, in accordance with paragraph 49, the structure/item would also be non-complaint.

The Town Clerk made reference to Appendix 1, Article 21 in respect of kerbing and possible anomaly's since the quoted date of 1974 and the adoption of the 2014 regulations. Question was raised as to whether Committee would like to consider any recommendations to amend the regulations at this time. Committee did not want to recommend any amendments at this time. The Chairman was keen for members to consider only contraventions raised in the complaint.

It was unanimously **RESOLVED** that i) the grave owner be advised to remove the plastic fencing and artificial grass within 2 weeks; ii) that they be made aware that Committee would be happy to respond considerately, to any written requests that could be accommodated within the Padstow Town Council Cemetery Regulations 2014; and iii) that they be advised of their right to appeal the decision through the Full Council.

Meeting closed 8.37 pm