

PADSTOW TOWN COUNCIL

Council Offices
Station House
Station Road
Padstow
Cornwall
PL28 8DA

Kathy Pemberton
Town Clerk
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19 June 2019

TO ALL MEMBERS OF THE COUNCIL

Councillors: C Watson-Smyth (Chairman), A P Flide (Vice-Chairman), F J Bealing, R Buscombe, M Evans, K Freeman, R Higman, A Rickard, H M Saunders, Mrs A E Symons, D N Vivian and Mrs T Walter

Dear Councillor

All Members of Council are hereby summoned to attend the meeting of Padstow Town Council in the **Council Chamber, Station House, Station Road, Padstow** on **Tuesday 25 June 2019 at 7.30 pm** for the purpose of considering and resolving upon the business to be transacted at the meeting as set out thereunder.

Yours faithfully

K E Pemberton

Kathy Pemberton
Town Clerk

AGENDA

Public & Press and invited to attend

- 1. To receive apologies for absence and announcements**
- 2. To receive declarations of interest from Members** relating to items on the agenda in accordance with Padstow Town Council's Code of Conduct
- 3. Dispersations:** To consider requests from Members for dispensations.
- 4. Public Participation:** To receive questions from members of the public relating to items on the agenda, in accordance with the Council's Code of Conduct and Standing Orders
 - o To receive the Cornwall Councillor's Report
 - o To receive the Police Report
- 5. To confirm the minutes** of the Full Council Meeting held on **Tuesday 28 May 2019** having been previously circulated and taken as read. (pg's 1-4)
- 6. Clerk's Report/Work Programme:** To receive an update for information only. (pg 5)

7. Committees/Working Group Meetings:

- a) To adopt the minutes and approve recommendations (if any) for meetings of the:
 - i) Leisure, Tourism and Open Spaces Committee (11 June 2019) (pg's 6-9)
 - ii) Highways, Roads and Transport Committee (18 June 2019) (to follow)
 - iii) Staffing Committee (18 June 2019)
- b) To adopt the notes and approve recommendations (if any) of the Neighbourhood Development Steering Group Meeting (19 June 2019) (tabled)

8. Finance:

Monthly Accounts and Payments June 2019 (pg's 10-14)

- a) To receive monthly finance report
- b) To approve accounts and addendum for payment and ratify payments since the last meeting
- c) To note car park takings
- d) Bank Reconciliations: To note their availability for inspection each month

9. Correspondence:

- a) To note correspondence for information, (pg 15)
- b) To give consideration to the following:-
 - i) Request from Padstow Sailing Club (pg 16)
 - ii) CC: Polling Places Review – Stage 2 (pg 17)

10. To discuss and decide on responses to the following planning applications:

- a) **PA19/04157 6 Strand Street Padstow PL28 8BU** - Listed Building Consent for internal reconfiguration and change to two windows externally in south elevation.
- b) **PA19/04927 Land East of Tristan Trevone Road Trevone Padstow Cornwall PL28 8QX** – Non material amendment to PA19/02527 dated 20 May 2019 for the construction of dwelling (amended design) namely to amend conditions nos 2,3 and 4 so as to allow upper windows on the south-west and north-eastern elevations of the dwelling to open, but will have restrictive hinges, so as to comply with building regulations.

- 11. Treceus Development: Update from Situ8:** To receive an update on (pg 18-21) the proposed new development for information.

- 12. Climate Change:** To be updated on this matter and discuss and decide on way forward. (to follow)

- 13. Boundary Governance Review:** To receive update on this matter and discuss and decide on way forward. (to follow)

- 14. Fingerposts:** To be updated on this matter and discuss and decide on way forward. (to follow)

- 15. Reports from Members/Outside Organisations:** To receive reports from meetings attended (if any)

- 16. To Note Future Meeting Dates and to Note Date of Next Meeting:** (pg 22)
Tuesday 30 July 2019 at 7.30 pm

17. **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.
18. **To confirm the confidential minutes** of the Full Council Meeting held on (pg 23) **Tuesday 28 May 2019** having been previously circulated and taken as read.
19. **To adopt the confidential minutes** and approve recommendations (if any) of the Staffing Committee meeting (18 June 2019) (to follow)
20. **Workshop Unit – Lease Issue:** To be updated on this matter and discuss (pg 24) and decided on way forward.
21. **Padstow Core Building:** To be updated on this matter and discuss and (pg 24) decide on way forward.

PADSTOW TOWN COUNCIL

Minutes of the Full Council meeting held on Tuesday 28 May 2019 at 7.30 pm in the Council Offices, Station House, Station Road, Padstow

Present: C Watson-Smyth (Chairman), F J Bealing, R Buscombe, K Freeman, R Higman, A Rickard, H M Saunders and Mrs T Walter

In Attendance: Mrs K Pemberton (Town Clerk), Mrs T Trestain (Support Officer and Minute Taker) and 1 member of the public

- 2019/9 To receive apologies for absence and announcements:** i) Apologies were received from Councillors A P Flide, M Evans, Mrs A E Symons and D N Vivian; ii) There were no announcements.
- 2019/10 Declarations of Interest:** Councillor Mrs T Walter declared an interest in Agenda Item 22: New Business Units Rent Reviews
- 2019/11 Dispensations:** There were no dispensations.
- 2019/12 Public Participation:**
- i) A member of the public addressed the meeting in respect of agenda items 12 and 13. His update related to potential funding opportunities, inclusivity of PALS and the Core Building not being underused.
 - ii) Cornwall Councillor Buscombe updated on matters that were raised at the Annual Parish Meeting:
 - He had since spoken with the gentleman who has raised concern regarding the road traffic restrictions on Fentonluna Lane and confirmed these were going ahead in June.
 - He has also spoken to the police about the issue of A-frame boards being on the pavements in the town. He confirmed that himself and a Police Officer would patrol the town in this regard approaching shop owners in this regard.
 - iii) Police Report: The police report for the period 22/04/2019 – 25/05/2019 was noted for information. The report detailed 20 recorded crimes from 16 for the same period in the previous year. 21 incidents were recorded, a -16.0% difference when compared with the same period in the previous year.
- 2019/13 Minutes Tuesday 23 April 2019: RESOLVED** that the minutes of the meeting held on Tuesday 23 April 2019 were a true record of the meeting and they were signed by the Chair.
- 2019/14 Annual Meeting Minutes Tuesday 14 May 2019: RESOLVED** that the minutes of the annual meeting held on Tuesday 14 May 2019, were a true record of the meeting, subject to the inclusion of apologies for Councillors Bealing, Evans and Saunders.
- 2019/15 Clerks Report/Work Programme:** was noted for information. The Town Clerk added that the Project Manager had scheduled a "sign off" meeting on 11 June for the Victoria Shelter.

2019/16 Annual Parish Meeting Minutes Tuesday 7 May 2019:
RESOLVED to adopt the minutes of the Annual Parish Meeting held on Tuesday 7 May 2019.

2019/17 Committees/Working Group Meetings:

- a) **RESOLVED** to adopt the minutes and approve recommendations (if any) for the meetings of the:
- i) Highways, Roads and Transport Committee held on 21 May 2019;
 - ii) Leisure, Tourism and Open Spaces Committee held on 21 May 2019; and
 - iii) Staffing Committee held on 21 May 2019
- b) **RESOLVED** to receive the minutes of the Planning Committee meeting held on Tuesday 21 May 2019.
- b) Finance and General Purposes Committee Membership: The Town Clerk confirmed that there were 4 vacancies to this Committee. The Chairman invited nominations with 6 members putting their names forward. Council agreed to appointments via show of hands.
- RESOLVED** to appoint the following members to the remaining vacancies: Councillors F J Bealing, R Buscombe, R Higman and Mrs T Walter

2019/18 Finance: Monthly Accounts and Payments May 2019

- a) The monthly finance report was received and noted for information.
- b) It was **RESOLVED** to i) ratify accounts paid May (a) of £40,882.06 and direct debits paid of £12,343.83; ii) to approve accounts May (b) of £5,923.02 and direct debits of £1,210.98; iii) to approve accounts May (c) of £2,564.54 and direct debits of £773.72; and iv) approve the addendum to accounts outstanding for payment of £484.90.
- c) Car park takings were noted.
- d) Bank Reconciliation availability was noted.

2019/19 Correspondence:

- a) Correspondence for information was noted.
- b)(i) Pre-engagement letter from Cornwall Council – Dogs on Beaches Council gave this matter due consideration. It was felt that a fixed start date would be more helpful than stating Easter as the dates changed year on year. It was noted, as per the agenda report, that St Georges Well did have many access points and that enforcement could be difficult. Overall it was felt the Dog Orders were beneficial for the community and they should remain as they are. Regarding Trevone it was mentioned that the Dog Orders was part of the requirement for the Blue Flag scheme and that this should be mentioned.

RESOLVED to respond as follows:- i) Cornwall Council to have a fixed start date countywide of 1 April and Dog Bans in the parish remain as they are; and ii) to advise Cornwall Council that in order for Trevone to maintain its Blue Flag Status Dog Orders are required and therefore they should remain in place.

- (ii) Proposed Naming of New Development at Fernbank, Trevone: It was considered that the once the properties were occupied then it was highly likely the name would change. **RESOLVED** to make no comment.
- (iii) Cornwall Council letter to Owner/Occupier regarding PA19/03553 The Plantation North of Hill Street Padstow Cornwall: The Town Clerk tabled a copy of the tree boundary photograph from CC's Planning portal. She explained there had been communication with the applicant before they had put in a planning application and that she had responded after advice from our tree consultant. She outlined as per the agenda report, but also mentioned that the footpath between the applicant's property and Plantation was owned by Cornwall Council and the applicant is likely to require permission from them also.

RESOLVED that Cornwall Council be advised that permission be granted, as landowner, but only on the basis that i) a reputable firm be used; ii) Public Liability Insurance and Risk Assessment information be provided prior to the works commencing which are to the satisfaction of Council's insurers; iii) that work be scheduled in with the Town Council at a time convenient to the Council; and iv) Furthermore, it be outlined that the applicant may require permission from Cornwall Council who own the footpath between the property and Plantation.

- 2019/20 Padstow Area Library Support – Council Representative:** **RESOLVED** that Councillor Saunders be elected representative.
- 2019/21 Padstow Core Building:** The Chairman confirmed that Council had heard from LiveWest who advised there were no issues with "claw back" and they have consent from the funders to pursue the sale of the Core Building with Padstow Town Council. The Chairman also advised there was also a confidential item.
- 2019/22 Reports from Members/Outside Organisations:** No reports or updates were given.
- 2019/23 Meeting Dates:** Dates were noted. The Town Clerk added that as Council had now agreed the recommendations made by the Highways, Roads and Transport Committee that she would schedule their meeting dates accordingly. Due to information still outstanding on matters for discussion it was **RESOLVED** to i) postpone the Highways, Roads and Transport meeting scheduled for the 4 June 2019 to 18 June at 7pm or on rising of the Staffing Committee; ii) postpone the Leisure, Tourism and Open Space Committee meeting scheduled for 4 June to 11 June at 7.30pm or on rising Planning Committee; iii) and to move the Finance and General Purposes Committee meeting from 16 July to 23 July at 7pm.
- 2019/24 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**

- 2019/25 Confidential Minutes Tuesday 23 April 2019: RESOLVED** that the confidential minutes of the Full Council meeting held on Tuesday 23 April 2019, were a true record of the meeting and they were signed by the chair.
- 2019/26 Confidential Minutes: RESOLVED** to adopt the confidential minutes and approve recommendations (if any) of the Staffing Committee held on 21 May 2019.
- 2019/27 Lawns Car Park Improvement Works – Tender List:**
A report by the Project Manager was tabled for Council's consideration. It outlined the companies who had expressed an interest to invite for tender. In response to a member, the Town Clerk outlined the tender process which was as per the Council's Financial Regulations.
RESOLVED to take the advice of the Project Manager and invite for tender all the companies as detailed in his report.
- 2019/28 Workshop Unit – Lease Issue:** See confidential minutes.
- 2019/29 Padstow Core Building:** See confidential minutes.
- 2019/30 New Business Units Rent Reviews:** Councillor Mrs T Walter left the meeting and did not return. See confidential minutes

Meeting closed at 8.30 pm

**PADSTOW TOWN COUNCIL: 25 JUNE 2019
CLERK'S REPORT / WORK PROGRAMMES**

Key: EMR: Ear Marked Reserve

15

Agenda Item 6

PROJECT	NOTES/UPDATE
FULL COUNCIL	
Station House	Most snagged now done, KP seeking resolution to issue with water ingress to Station House Chamber door.
NDP	CC has provided their initial views. Group to meet to consider how to take forward informal consultation.
LTOS	
Recreation Facilities (i.e. Tennis Court/Lawns Site/Skate Park)	Skate Park: Some concerns of antisocial behaviour. Met with local police. LTOS agreed to PIR light on blockhouse to be taken forward by OSS. Will assess if this has helped and review if necessary. MUGA Proposal: Future proofing to be looked at. Contact with Sport England has been made, very interested in ideas. Town Clerk and Cllr Flide to progress matters with Sport England for further advice and support in respect of community use and drafting a community questionnaire to ascertain usage.
Victoria Shelter	This has been signed off by Project Manager, and is complete.
Victoria Monument	Permission now received from CC, OSS to progress.
Cory and North Quay Toilets	LTOS discussed draft specification with some changes. Expression of interests to now be sought. TC is progressing this with Project Manager.
HRT	
CC Parking Enforcement	TC met with enforcement manager on this issue. HRT considered the update in this regard and put forward their views on schedule for this season. Council agreed to a budget for this in 19/20
Railway Car Park	The weather has hampered progress, however contractor has been on site w/c 17 June.
Improvements to Lawns Car Park	This has been included in the Council's Business Plan and the Council agreed a budget of £210,000 for 2019/20. S278 application and planning permission have been made. Council agreed tender lists, with tender being issues and closing date end of June.

PADSTOW TOWN COUNCIL

**Minutes of the Leisure, Tourism and Open Space Committee meeting held on
Tuesday 11 June 2019 at the Council Offices, Station House, Station Road,
Padstow at 7.00 pm**

Present: Councillors C Watson-Smyth (Chairman), F J Bealing, A P Flide, R Higman, A Rickard and NDP Vivian

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

- LTOS2019/10 **Apologies for Absence:**** were received from Councillor R Buscombe.
- LTOS2019/11 **Announcements:**** There were no announcements.
- LTOS2019/12 **Declarations of Interest:**** There were no declarations of interest.
- LTOS2019/13 **Public Participation:**** There was no public participation
- LTOS2019/14 **RESOLVED**** that the **minutes** of the meeting held on **Tuesday 21 May 2019** were a true record of the meeting and they were signed by the chair.
- LTOS2019/15 **Clerks Report/Works Programme:**** was noted for information. The Town Clerk and Councillor Flide confirmed that they had yet to meet up to progress the MUGA questionnaire. They hoped to arrange this soon to move this forward.

The Town Clerk advised the Victoria Shelter works were due to have been signed off by the Project Manager however she had not received confirmation in this regard and would chase.

It was noted that the replacement signs requesting dogs be kept on leads had arrived. It was suggested that screws which cannot be undone be used to avoid further theft.

- LTOS2019/16 **North Quay and Cory Toilets Refurbishment:**** Committee was referred to the Schedule of Works written by the Project Manager as per the scope previously approved by Committee. The Town Clerk had sought assurance from the Project Manager that the plans outlined on agenda pages 42 and 43 would be more refined when sent out with the tender documentation. It was noted that agenda page 42 showed the family room wall moved across in order to provide more room in the ladies toilets handwash area, as this was currently cramped and hampered the door from opening and shutting. It was also noted that a long urinal would be installed in the North Quay gents as requested. The Town Clerk also highlighted the plans for change in Cory to provide a family room.

One member was pleased to see that tiles would be used on the floor and skirting. It was noted that the cubicle partitions needed to be heavy duty and robust. Comment was made that in the Railway Toilets water ingress in the bottom of the partitions had been a

problem. It was felt going forward these should be installed 4" above the floor to help with cleaning and that they should be cut and sealed off site.

RESOLVED to Approve the Schedule of Works for the Refurbishment of Cory and North Quay Public Toilets subject to clarifying that the cubicle partitions should be of high quality, heavy duty and pre-cut and sealed off site. If this were not the case, then to update appropriately and that any changes to the works be delegated to the Town Clerk in consultation with the Committee Chairman.

LTOS2019/17

Council Vehicles: Members gave consideration to the tabled report having been circulated and read. The report recommended that replacement vehicles for the Isuzu Gafter and the Piaggio be investigated. The Outside Services Supervisor had outlined that this be looked into sooner rather than later following advice from the local garage as they could fetch more money with them having either 12 or 6 months MOT respectively.

It was suggested by a member that the initial rationale for the purchase of the Gafter had been to accommodate hand wash facilities and it was asked whether this need had changed. The Town Clerk and other members were not aware that the Maintenance Team used a hand washing facility in the Gafter.

Members discussed purchasing an electric vehicle considering that it may be possible to apply for grants to purchase the same. It was noted that the current vehicle mileage was minimal. It was felt that as such, fuel savings would take a long time to show any benefit against the cost of an electric vehicle. It was mentioned that fuel operated vehicles would have only a small carbon footprint due to the low mileage.

Members agreed that replacements for the 2 vehicles should be explored but that all options should be evaluated including electric, petrol and diesel. For purchase, trade-ins and the second-hand market could be viable given the low mileage the vehicles would do and it was noted these could be purchased with warranties. In addition, it was felt that a good price could be achieved for the Gafter and as such looking at both part exchange and selling could be advantageous.

RESOLVED that the Outside Services Supervisor investigate replacement options for the Isuzu Gafter and the Piaggio to include i) all fuel options including electric; ii) various sourcing options; iii) possible grants available for electric vehicles; and iv) best value be obtained for the current vehicles. Further, that proposals be brought back to a future meeting of the Leisure, Tourism and Open Spaces Committee.

Updates for Consideration:**a) Skate park**

CCTV and PIR: The Town Clerk advised that following some concerns raised by a member of the public through Cornwall Councillor Buscombe regarding anti-social behaviour at the skate park, a meeting between Councillor Buscombe, the Local Police, Councillor Higman and the Town Clerk had taken place. Reports of drug taking had been received and there had also been some issues with vandalism. The Town Clerk advised that the police had offered their assistance in informing a report in respect of CCTV for the skate park as they considered that in light of the issues raised this should be considered. The Town Clerk felt that their advice should be taken onboard and welcomed the Committee's views in this regard before undertaking this piece of work. She further added that Mount Hawke Skaters could be approached to provide support in speaking with local schools on skate etiquette etc and perhaps this is something that could be done alongside Wadebridge Town Council, for instance. There was some discussion on this issue, some members felt that CCTV was unnecessary and invasive to users of the skate park.

The Town Clerk suggested the installation of a PIR light on Council's blockhouse. This could be done quite quickly and easily which might act as a deterrent as well as light the pathway from Link Road to the Lawns. It was noted this could be supplied and installed by a local electrician at a cost of £162.95 ex VAT. A member expressed concern that the PIR may be damaged by anti-social behaviour and should be sited on a pole above the garage.

RESOLVED to install a PIR light on the side wall of the blockhouse at the Lawns Car Park at a cost of £163.95 ex VAT and that the effectiveness of the light in respect of antisocial behaviour be assessed at a later date and if necessary the option for CCTV could be investigated.

Section 106 Funds: Members noted the agenda report in this regard. The Town Clerk added that should members become aware that the trigger for payment is met before Cornwall Council advise her of the same, then to let her know and she would inform Cornwall Council.

Skate Park Name: Members gave consideration to the list of nominations for the skate park name. These had been submitted via an anonymous ballot box made available at the official opening.

The Town Clerk clarified that space had been intentionally left above the skate parks "conditions of use" sign to accommodate a sign for the park's name once chosen.

RESOLVED that the Skate Park be named "Padstow Sk8" and a sign be ordered and sited.

b) Outside Works Update: The Town Clerk provided a verbal update from the Outside Services Supervisor. It was noted that the Stile Field wild flowers were starting to grow though some areas were a little

slow. The wood for the planters and fencing required in the play area as part of the skate park planning conditions had been ordered. Recently the team had needed to undertake works to the North Quay toilets.

In response to a query, the Town Clerk would clarify whether the wild flower planting was being continued along the cemetery bund. One member commented on how good the poppies planted along the hedge along the Trevone Green looked.

LTOS2019/19

Date of Next Meeting: Tuesday 3 September 2019 at 7.00pm was noted.

Meeting 7.29 pm

Padstow Town Council
Finance Report
Agenda item

- a) to receive the monthly Finance Report.
- b) to approve Accounts and Addendum for payment and ratify payments since the last meeting as follows:
 - to ratify accounts paid 'June a' of £14,012.85 and direct debits paid of £12,129.07.
 - to ratify accounts paid 'June b' £5487.13 and direct debits of £137.87.
 - to approve the Addendum to Accounts Outstanding (as tabled) for payment.
- c) to note the car park takings.
- d) Bank Reconciliations - to note their availability for inspection each month.

If any Councillor has any queries regarding the Council finances please contact the RFO on the days before the Council meeting.

PADSTOW TOWN COUNCIL - FINANCE REPORT - 18 June 2019**Revenue Income 16 May - 18 June 2019 (per Sage)**

		£
Central Services	wayleave income	23
Highways Roads and Transport	Railway car park income	50,968
"	Railway excess charges	360
"	Lawn car park income	14,735
"	replacement season ticket	17
"	misc income	1,236
Environment - Cemetery	Cemetery fees	910
Environment	seagull-proof sack	6
Investment Properties	rent income 2019-20	380
"	misc rent	1,857
Other operating income	interest received	234
		<u>70,726</u>

State of the Bank per Sage

Lloyds	Current Account	1,000.00
	Business Call Account	355,356.91
	Wages Account (PAYE & NIC)	25,001.88
	Car park takings account	18,261.20
	32 day call notice 0.75% interest	310,762.53
	Client deposit account	790.88
Barclays	Current Account	9,908.39
	Active Saver 0.2% interest	104,970.27
	Wages Account (Net pay and LGPS pension)	34,970.30
	Petty Cash	132.68
		<u>861,155.04</u>

Permission to Transfer funds

Petty Cash (Petty cash imprest amount is £200)	67.32
Lloyds to Barclays (PTC bank accounts)	100,000.00
(Wages month 3 - gross pay, NIC ER's & LGPS ER's £27,743.11)	
	<u>100,067.32</u>

Debtors Outstanding for more than 3 months:

None

Creditors Outstanding for more than 3 months:

None

per Sage	Apr-Jun £		1.4.19 - 31.3.20 Budget
Actual Income	207,015	car park income posted up to 12.6.19	
Budget Income	235,785	Budget is for the whole month.	729,000
Actual Revenue Expenditure	144,632	wages to post to cost centres	
Budget Rev Exp	203,843		694,110
Actual Capital/Project Expend.	31,307		
Budget Capital/Project Exp	51,925		340,000

To ratify accounts paid:

ACCOUNTS OUTSTANDING
June' a 2019

<u>Date</u>	<u>Cost centre</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAI</u>	<u>Total</u>
10.6.19	Capital/projects	EDS	Lawn car park works - S278 highways application	2100.00	420.00	2520.00
1.6.19	Corporate Services	Ellis Whittam	employment services and insurance 1 year	1950.16	371.00	2321.16
31.5.19	Corporate Services	Cobalt Telephone Technologies	RingGo fees 1 month	1887.12	377.43	2264.55
11.6.19	Capital/projects	Cornwall Council	Lawn car park works - initial application fee	1153.20	230.64	1600.00
2.6.19	HRT	G4S	car park machine cash collections 1 month			1383.84
10.6.19	Central Services	Treviseker Garden Centre	Grant 2019/20 - St John's Methodist Church			1000.00
31.5.19	LTOS	Duchy Cemeterys Ltd	20 hanging baskets			500.00
24.5.19	Env - Cemetery	Padstow Petrol Station	excavate grave (recharged to funeral directors)			443.00
30.5.19	LTOS	AUK Supplies Ltd	fuel	297.84	59.56	357.40
28.5.19	Env - toilets	Parc Signs Ltd	toilet rolls, centrefeed rolls, bleach etc	295.71	59.15	354.86
28.5.19	Administration	Clear-flow	Station House signs (Museum to be recharged)	274.06	54.81	328.84
6.6.19	HRT	Dyno - A Hand Services Ltd	jet pump station & waste disposal (recharged)	253.04	50.61	303.65
5.6.19	HRT	Kestrel Guards Security Services	clear blocked drain by Station House	180.00	36.00	216.00
30.5.19	Corporate Services	Jamaica Press	check call service 1 week	150.00	30.00	180.00
6.6.19	Administration	Microtest	internet & telephone line services	105.56	21.11	126.67
29.5.19	LTOS	Sea Spray Services	travel expenses - employee	50.98	10.20	61.18
29.5.19	Administration		window cleaning Station House			29.70
						22.00
						<u>14012.85</u>

Standing orders or Direct Debits due during following month (regular payments of the same amount):

1st	Inv Prop	Cornwall Council	Non Domestic Rates - PTC properties	8054.00		
1st	Corporate	WPS Insurance (Aviva)	Commerical combined insurance policy	2196.93		
7th	Corporate	Barclays Bank	bank charges	16.00		
1.12.18	Env - toilets	Churchill Service Solutions	legionella control support package 1 month	107.48	21.49	128.97
						<u>10395.90</u>

Direct debits and cheques paid since the last statement:

31.5.19	LTOS	Biffa	bulk waste bin emptying May	903.24	180.65	1083.89
5.6.19	LTOS	Mole Valley Farmers	safety boots & timber screws	176.01	16.2	192.21
10.6.19		Opus Energy	electricity PTC sites			457.07
						<u>1733.17</u>

Approved by 2 Councillors who are bank signatories:

Date	Name	Signature
	1	2
	1	2

8b)

To ratify accounts paid:

ACCOUNTS OUTSTANDING
June' b 2019

<u>Date</u>	<u>Cost centre</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAI</u>	<u>Total</u>
13.6.19	Capital/projects	Microtest	Firewall, license, installation & FTTP	1635.50	327.10	1962.60
17.6.19	Capital/projects	The Carpet Trader	Station House - carpet	1449.17	289.83	1739.00
13.6.19	Capital/projects	Online Playgrounds	Lawn skate park gate			1337.40
12.6.19	Env - toilets	AUK Supplies Ltd	toilet rolls, cleaner, mop heads etc	197.65	39.53	237.18
12.6.19	Corporate Services	Kestrel Guard	check call service 1 week	75.00	15.00	90.00
10.6.19	LTOS	Seton	dogs on leads sign	44.96	8.99	53.95
13.6.19	LTOS	Corserv Ltd	traffic management for community events	35.00	7.00	42.00
12.6.19	Administration	SeaDog IT	website hosting & support			25.00
						<u>5487.13</u>

£

Direct debits and cheques paid since the last statement:

10.6.19	Administration	Purecloud	digital system channel, call charges etc	82.37	16.47	98.84
14.6.19	LTOS	Mole Valley Farmers	rail, post fix etc less credit safety boots			39.03
						<u>137.87</u>

Approved by 2 Councillors who are bank signatories:

Date	Name	1	2
	Signature	1	2

8c)

Padstow Town Council									
Railway & Lawn car park takings 2019/20									
n/c 4404	Railway income				n/c 4406	Lawn income			
	2017-18	2018-9	2019-20	Budget 2019-20		2017-18	2018-9	2019-20	Budget 2019-20
Apr '19	38448	36375	41415	36,000		11587	10242	11988	10200
May	44164	43600	44549	43,000		12327	12287	13217	12300
Jun	46477	49098		49,000		14039	14352		14300
Jul	58161	59587		59,000		17210	16345		16300
Aug	68348	69811		69,000		21149	21050		21000
Sep	46134	45461		45,000		14276	13871		13900
Oct	39608	38792		38,000		10117	10819		10000
Nov	6113	6311		5,500		1446	1555		0
Dec	7253	8350		7,000		1955	2056		0
Jan '20	5037	4206		3,500		1310	1267		0
Feb	6977	6731		5,000		1691	1660		0
Mar	18511	16379		15,000		3895	3832		0
	385231	384701	85964	375000		111002	109336	25205	98000
n/c 4405	Railway excess charges				n/c 4407	Lawn excess charges			
	2017-18	2018-9	2019-20	Budget 2019-20		2017-18	2018-9	2019-20	Budget 2019-20
Apr '19	240	165	200	40		0	0	0	0
May	120	200	360	40		40	0	0	0
Jun	644	200		40		0	0		0
Jul	401	320		40		0	0		0
Aug	480	400		40		40	40		0
Sep	640	196		40		40	0		40
Oct	160	239		60		0	0		0
Nov	160	120		40		0	0		0
Dec	360	121		40		0	0		0
Jan '20	360	120		40		0	0		0
Feb	120	0		40		0	0		0
Mar	0	40		40		0	0		0
	3685	2121	560	500		120	40	0	40
n/c 4404	82612	79975	85964	79000	n/c 4406	23914	22529	25205	22500
n/c 4405	360	365	560	80	n/c 4407	40	0	0	0
Railway	82972	80340	86524	79080	Lawn	23954	22529	25205	22500
sub totals					sub totals				
Apr-May 2019					Apr-May 2019				
Apr-May	2017-18	2018-19	2019-20	Budget 2019-20					
Railway	82972	80340	86524	79080					
Lawn	23954	22529	25205	22500					
	106926	102869	111729	101580					
Car park takings									
April-May 2019 car park takings are £111,729, which are £10,149 more than the Budget 2019-20 and £8860 more than 2018-19. Easter was in March-April in 2018 and in April in 2019.									
NB									
18.6.19									

AGENDA ITEM 9a: CORRESPONDENCE

Councillors Correspondence for Information – June 2019

Item	From	Referring To	Notes
A	Trevone War memorial Village Hall	Grant Thank You Letter	
B	National Lobster Hatchery	Mays Newsletter	
C	St Petroc news	Church Magazine June 2019	
D	Days out with kids website	Made us aware that Padstow had achieved silver status	This was shared on PTC facebook page.
E	Scott Mann MP Office	Information regrading Historic High Street Funding	
F	Cornwall Council Communities and Devolution Bulletin	Regarding the community Governance Review. Making sure Councils have commented by 17 July 2019.	PTC replied to confirm that we sent the form after Januarys Full Council.
G	Cornwall Council Natural Environment Service	Confirmation of public path order regarding Public footpath No 6. Padstow (parts) public path stopping up and diversion.	PTC November 2018: RESOLVED that PTC respond to the proposal to divert the footpath with "no objections"
H	Cornwall Council /Cormac	Confirmation that the waiting restriction for Treceus Industrial Estate will be proceeding as per the consultation	PTC RESOLVED to support Cornwall Council's proposal in Aprils Full Council
I	Cornwall Council/Cormac	Confirmation that the waiting restriction Prideaux Place has been amended slightly and will be proceeding Amendment is: The extension of the existing NWAAT on the north east side will be reduced to 4 metres, matching the extents being removed on that same side.	PTC RESOLVED to support Cornwall Council's proposal in Aprils Full Council.
J	Padstow Harbour Commissioner	Minutes of the May Harbour Commissioner meeting	

PADSTOW TOWN COUNCIL: 25 JUNE 2019

AGENDA ITEM 9bi) Request from Padstow Sailing Club

Council may recall last year Padstow Sailing Club wrote to the Council on two occasions (May & July) asking to erect a marquee for specified dates which the Council approved, provided that the relevant risk assessments and public liability insurances were received and Council's insurers were satisfied.

The Council has now received the following request for this year for their due consideration:

PADSTOW SAILING CLUB
THE BLOCKHOUSE
NORTH QUAY
PADSTOW

RECEIVED
10 JUN 2019



Kathy Pemberton
Town Clerk, Padstow Town Council
Council Offices, Station House
Padstow PL28 8DA

4th June 2019

Dear Kathy

Summer is upon us again, lets hope for some good weather and no rain !!!
The Sailing club hope to hold a couple of member social events in July and will again be holding our successful Junior Regatta 14th - 16th August. For these occasions we would like to erect our Marquee tent again as per last year. Please could you put forward to the Council for approval, the dates in July depend on weather , the Junior Regatta is firm. As in the past I will let you have our risk assessment for the Regatta once reviewed and updated.

Look forward to hearing from you

Kind regards



Tony Rickard (Commodore)

AGENDA ITEM 9bii) CC: Polling Places Review – Stage 2

Council may recall in March that Cornwall Council started the Polling Places Review and that they informed the review offered two periods of consultation as follows:

Stage 1: consultation based on the current 122 electoral divisions

Stage 2: consultation based on the current 122 electoral and the new 87 electoral division that take effect in 2021.

Below is the table for stage 2 recommendations, which for our parish the locations have stayed the same and they are recommending no changes.

Council responded to Stage 1 as:

RESOLVED to respond to Cornwall Council’s Polling District and Polling Places Review 2018/19 confirming that Council are in favour of polling stations and voting arrangements in the Padstow area.

Cornwall Council are keen to hear from town and parish councils because of their local knowledge. We would welcome your response, if only to confirm you are in favour of polling stations and voting arrangements.

All responses to Stage 2 of the review must be received **by Monday 29 July**.

Would Council like to respond to stage 2 as per stage 1?

Cornwall Council Polling Districts & Polling Places Review 2018/19

Stage 2 – Recommendations of the Constitution and Governance Committee 8 May 2019

Padstow Electoral Division ([View map](#))

Proposed Polling Districts & Polling Places Arrangements - May 2021

Polling District Code	Polling District Name	Polling Station	Current Electorate	Comments (reference to 2021 arrangements/ boundaries is to the configuration of 87 electoral divisions from the May 2021 elections)
NMY	ST MERRYN	ST. MERRYN PARISH HALL	1180	No changes proposed.
NPW1	PADSTOW - TREVONE	TREVONE VILLAGE HALL	345	No changes proposed.
NPW2	PADSTOW - PADSTOW 1	PADSTOW SCHOOL (MUSIC ROOM)	1276	No changes proposed.
NPW3	PADSTOW - PADSTOW 2	ST PETROC CHURCH ROOMS, PADSTOW	358	No changes proposed.
NEL	ST EVAL	TREVISKER-ST EVAL COMMUNITY CENTRE	667	No changes proposed.
NER1	ST ERVAN 1	ST. ERVAN PARISH HALL	258	No changes proposed.
NER2	ST ERVAN 2	TREVISKER-ST EVAL COMMUNITY CENTRE	57	No changes proposed.
NIY	ST ISSEY	ST ISSEY VILLAGE HALL	725	No changes proposed.

Overall turnout for the North Cornwall Parliamentary Constituency June 2017 – 74.2%

It is expected that these polling districts will sit in the new Bodmin and St Austell Constituency, if the Parliamentary Constituencies (Amendment) Bill is enacted

Recommendation: The arrangements shown above should be adopted

PADSTOW TOWN COUNCIL: 25 JUNE 2019

AGENDA ITEM 11: TRE CERUS DEVELOPMENT: UPDATE FROM SITU8

The Chairman was happy that this item be placed on the agenda at the request of Situ8 Planning Consultancy. Situ8 wish to update Council on their latest public consultation in respect of Land adjacent to Tre cerus Farm, Padstow as appended.

AGENDA ITEM 12: CLIMATE CHANGE

AGENDA ITEM 13: BOUNDARY GOVERNANCE REVIEW

AGENDA ITEM 14: FINGERPOSTS

Reports in respect of the above agenda items will be sent "to follow".



Land adjacent to Treceus Farm, Padstow.

We would like to take this opportunity to update the members on our results from the public consultation event and how we would like to progress forward.

- The public consultation event was held on Wednesday 8th May 2019 from 4.00pm to 7.30pm at Padstow School.
- Over 140 invites were sent out with many more hand delivered packs and posters put up around the area.
- Approximately 76 members of the community attended including Councillors, the Mayor and neighbouring residents.
- The boards contained information about a proposed 50 house affordable led residential scheme adjacent to Phase 3 and also potential future development on surrounding land.
- We are focussing on the scheme for affordable led housing development at present and the following issues were raised, regarding affordable and open market housing prices, design, transport and ecology and climate change, infrastructure and flooding and drainage. We will be happy to share our findings with you next week at your meeting and discuss how we have addressed and incorporated the comments into our proposal.
- The wider area was shown on plans with some ideas for further developing this area to meet the needs of Padstow. Obviously this is early days and we appreciate that the steering group are amidst the Neighbourhood Plan process. We are very keen to work with the Steering Group and Town Council to see if there is scope and merit in developing these areas shown on the accompanying Plan.
- We look forward to meeting with you at your meeting next week.

Many thanks

Angela Warwick Situ8 Planning Consultancy



ACCOMMODATION KEY

- 1 BED APARTMENT
- 2 BED BUNGALOW
- 2 BED HOUSE
- 3 BED HOUSE
- 4 BED HOUSE



studioarc

Residential Development



**PADSTOW TOWN COUNCIL
NOTIFICATION OF COUNCIL & COMMITTEE MEETINGS
FOR 2019-2020**

Date	Time	Meeting
2019 DATES		
Tue 25 June	7.30 pm	Full Council
Tue 9 July	7.00 pm	Planning Committee
Tue 16 July	7.00 pm	Highways, Roads & Transport Committee
Tue 16 July	7.00 pm	Finance & General Purposes Committee re-scheduled to 23 July
Tue 23 July	7.00 pm	Finance & General Purposes Committee
Tue 30 July	7.30 pm	Full Council
Tue 13 August	7.00 pm	Planning Committee
Tue 3 September	7.00 pm	Leisure, Tourism and Open Spaces Committee
Tue 10 September	7.00 pm	Planning Committee
Tue 17 September	6.00 pm	Staffing Committee
Tue 24 September	7.30 pm	Full Council
Tue 1 October	7.00 pm	Highways, Roads and Transport Committee
Tue 8 October	7.00 pm	Planning Committee
Tue 29 October	7.30pm	Full Council
Tue 5 November	7.00 pm	Leisure, Tourism and Open Space Committee (budget)
Tue 12 November	7.00 pm	Planning Committee
Tue 19 November	7.00 pm	Finance & General Purposes Committee (budget)
Tue 26 November	7.30 pm	Full Council
Tue 3 December	7.00 pm	Highways, Roads & Transport Committee
Tue 10 December	6.00 pm	Staffing Committee
Tue 10 December	7.00 pm or the rising of Staffing	Planning Committee
2020 DATES		
Tue 14 January	7.00 pm	Planning Committee
Tue 21 January	7.00 pm	Leisure, Tourism and Open Space Committee
Tue 28 January	7.30 pm	Full Council
Tue 4 February	7.00 pm	Highways, Roads and Transport Committee
Tue 11 February	7.00 pm	Planning Committee
Tue 18 February	7.00 pm	Finance, General Purposes Committee (grants)
Tue 25 February	7.30 pm	Full Council
Tue 3 March	7.00 pm	Leisure, Tourism and Open Spaces Committee
Tue 10 March	7.00 pm	Planning Committee
Tue 17 March	6.00 pm	Staffing Committee
Tue 17 March	7.00 pm or the rising of Staffing	Highways, Roads and Transport Committee
Tue 25 March	7.30 pm	Full Council

All meetings held at Council Offices, Station House, Station Road, Padstow PL28 8DA
Extra meetings to be arranged as required