

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 like 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