

## PADSTOW TOWN COUNCIL

### Minutes of the Highways, Roads and Transport Committee meeting held on Tuesday 23 July 2019 at the Council Offices, Station House, Station Road, Padstow at 6.30 pm

**Present:** Councillors K Freeman, (Chairman), F J Bealing, M Evans, R Higman, and D N Vivian

**In Attendance:** Mrs N Barnes (Responsible Financial Officer) and Mrs S Daly (Support Officer and Minute Taker)

- HRT2019/20**      **Apologies for Absence:** Were received from Councillors A Rickard and C Watson-Smyth
- HRT2019/21**      **Announcements:** There were no announcements.
- HRT2019/22**      **Declarations of Interest:** There were no declarations of interest.
- HRT2019/23**      **Public Participation:** There was no public participation.
- HRT2019/24**      **Minutes: RESOLVED** that the minutes of the meeting held on **Tuesday 18 June 2019** be signed as a true record of the meeting.
- HRT2019/25**      **Clerk's Report/Works Programme:** The report was noted for information. The Responsible Financial Officer further added that installation of the bollards in the disabled area of the Railway Car Park was in hand. In respect of noting the consideration of CCTV by the Leisure Tourism and Open Spaces Committee, it was noted that following the installation of the PIR on the blockhouse a log of anti-social incidents at the skate park was being kept.
- HRT2019/26**      **Council Parking Permits – Season Tickets:** Members gave consideration to the agenda report on this matter.
- Query was raised by one member who considered that the number of tickets proposed, being 20, was too high. They considered that the tickets should be available only to Padstow Town Council (PTC) tenants who did not have allocated parking, this total being 9.
- A member involved in working up the proposal for consideration outlined that tenants differed in size and had different permit needs. They highlighted that over the previous 4 years only 6 tickets per year were purchased by tenants, which demonstrated that there was not a large demand from tenants. They added that when taking account of the workers within the town who purchased season tickets over the same period, the number of tickets increased to just 10. The proposal, which included the requirement for car registrations, would naturally reduce the number of tickets used by holiday home guests. By providing the option the Council was "showing willing" and

supporting a need for some workers to have a season ticket, whilst understanding that the number purchased was unlikely to exceed 10 based on evidence to date.

There was some discussion regarding treating tenants the same. One member considered that if tenants had their own parking, this should be taken into account. If the business was sold new owners may apply for more permits and the tenant would have more parking available to them. Caution with this was expressed by another member who noted allocated parking would be incorporated in rental agreements, they also felt it could be restrictive to workers employed by the tenant.

It was noted that the proposed 20 permits was a 40% reduction on the previous number of season tickets, however question was raised as to whether this was still too many. It was noted that whilst the figures showed 10 permits were consistently purchased, it was not possible to be certain that all other permits were holiday homes and a reasonable "buffer" should be included to avoid the need to go back to Committee to request additional permits. It was generally felt that 15 would be an acceptable number and it was noted that this figure could be revised in future years if necessary.

Consideration was given to the methods of purchase for the permit. It was felt that this could be either email, phone or in person. It was noted that the proposal for email only was to reduce administration. The Support Officer advised that multiple application methods had worked well in the past when there had not been priority given to in person applications. In person priority took 4 Officers to facilitate whereas prior to this, applications had mostly been steady throughout February, selling out in early March.

There was some discussion regarding how the new permits would be sold. It was noted that it was a good thing to provide but it was not necessary to actively try to sell them all. However, it was felt that tenants who were previous season ticket holders should be made aware and there was support for an auto-renewal system. It was suggested that this be looked at when developing the policy in detail if the detail of the permit was approved by Council.

**RESOLVED to recommend to Full Council** that a new parking permit be made available for purchase based on the following conditions:

- i) An Annual Parking Permit be made available for the period 1 April – 31 March each year;
- ii) A maximum of 15 be made available per year;
- iii) Each permit to be registered to a vehicle registration number, up to a maximum of 2, these to be displayed on the permit;
- iv) Permits to be valid for use in either the Railway Car Park or Lawns Car Park;
- v) Applications to be accepted from 1 February by email, phone

or in person, no method to be given priority; vi) Unsold tickets to be available to purchase throughout the year but no reduction in fee to be made; vii) In future years, an auto-renewal process be set up with a time limit for payment to be received by; viii) To be eligible to apply applicants must be Padstow Town Council tenants without designated parking or be employed in Padstow with a need to travel to and from a place of work.

It was further **RESOLVED** that, subject to Full Council approving the recommendation, an updated version of the associated parking permit policy be brought to the next meeting of the Highways, Roads and Transport Committee for consideration.

**HRT2019/27**

**Date of Next Meeting:** Tuesday 1 October 2019 at 7.00pm

Meeting closed at 6.53 pm

