

PADSTOW TOWN COUNCIL

Council Offices
Station House
Station Road
Padstow
Cornwall
PL28 8DA

Kathy Pemberton
Town Clerk
Email: enquiries@padstow-tc.gov.uk
Website: www.padstow-tc.gov.uk
Tel: 01841 532296



17 February 2021

TO ALL MEMBERS OF THE COUNCIL

Councillors: C Watson-Smyth (Chairman), A P Flide (Vice-Chairman), R Buscombe, M Evans, K Freeman, R Higman, J O'Keefe, M 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 **to be held *remotely on Tuesday 23 February 2021 at 6.30 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

**Due to the current regulations in response to COVID-19 this will be a virtual meeting. If you wish to view the meeting or speak in the public participation section [NB: this is only on agenda items], please contact the Town Clerk by email to enquiries@padstow-tc.gov.uk or by phone on 01841 532 296, so you may leave a message and be contacted by a member of our team*

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. **Dispensations:** 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 remotely on **26 January 2021** having been previously circulated and taken as read. (pg's 1-4)

6. **Trecerus Development Phased Strategy:** To receive presentation from Situ8 on latest development proposals
7. **Clerk's Report/Work Programme:** To receive an update for information only (pg 5)
8. **Committees/Working Group Meetings:** To receive minutes of the remote Planning Committee meeting held on Tuesday 9 February 2021 (pg's 6-8)
9. **Finance:**
Monthly Accounts and Payments February 2021
 - a) To receive the monthly Finance Report (pg 9)
 - b) To approve the accounts for payment and ratify payments made since the last meeting (pg's 10-11)
 - c) To note the car park takings (pg 12)
10. **Correspondence:** To note correspondence for information (pg 13)
11. **Election Update:** To note update in respect of proposed timetable for Local Council Elections 2021 (pg's 14-19)
12. **To discuss and decide on the following planning application:**
PA21/01297 Land West of 29 Grenville Road Padstow PL28 8EX - Non (pg 20)
Material Amendment to Application No PA20/01087 dated 29 June 2020 for a proposed new house - namely erection of an air source heat pump housing by the garage and change in cladding to upper level of elevations substitution of the approved Larch cladding to the upper levels of the elevation with a Cedral cladding.
13. **Reports from Members/Outside Organisations:** To receive reports from meetings attended (if any)
14. **To Note Future Meeting Dates and to Note Date of Next Meeting:** Tuesday 23 March 2021 at 6.30 pm (pg 21)
15. **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.
For the purpose of this virtual meeting press and members public will be asked to leave the meeting or will be removed as a participant from the meeting.
16. **To confirm the confidential minutes** of the Full Council Meeting held remotely on **26 January 2021** having been previously circulated and taken as read.
17. **Wheal Jubilee Parc Update:** receive update in this regard and discuss and decide on way forward
18. **Council Land/Tenant Update Matters:** To receive an oral update for information.

PADSTOW TOWN COUNCIL

Minutes of the Full Council meeting held remotely on Tuesday 26 January 2021 at 6.30 pm

Present: C Watson-Smyth (Chairman), A Flide (Vice-Chairman) [Late], R Buscombe, M Evans, K Freeman, R Higman, J O'Keefe, M Rickard, H M Saunders, Mrs A E Symons, D N Vivian and Mrs T Walter

In Attendance: Mrs K Pemberton (Town Clerk), Mrs N Barnes (Responsible Financial Officer) and Mrs S Daly (Support Officer and Minute Taker)

2020/117 To receive apologies for absence and announcements: There were no apologies for absence or announcements.

2020/118 Declarations of Interest: There were no declarations of interest.

2020/119 Dispensations: There were no dispensations.

2020/120 Public Participation:

- i) **Cornwall Councillor's Report:** Cornwall Councillor R Buscombe noted two areas highlighted to him for alteration in the town these being i) introducing double yellow lines the full length of The Strand and ii) switching a loading bay for a disabled bay in the old part of town. He asked members to let him know within the next month of any other areas they would recommend for alteration.

Councillor Buscombe advised he had been approached by members of the community who were concerned with the gaps and ditches left by Cornwall Council following recent works along the coast path from stile field to Tregirls. It was noted that he had raised this with the Officer concerned and invited him to attend a site visit and discuss. He would report back once more was known.

- ii) **Police Report:** Members noted the police report and that crimes recorded for the period 25 November 2020 to 25 January 2021 were down on the same period in the previous year. Councillor Buscombe noted that question had been raised with Devon and Cornwall Police as to whether incidents relating to second homeowners or holiday rentals during COVID restrictions, could be extracted from the anti-social behaviour statistics but that the response was part of an ongoing discussion.

2020/121 Minutes Tuesday 24 November 2020 RESOLVED that the minutes of the meeting held remotely on Tuesday 24 November 2020 be signed as a true record.

2020/122 Clerk's Report: The Clerk's report was noted for information. Progress on the mini parish anti-dog fouling campaign was noted. Comment was made that dog-fouling had increased significantly since the start of the latest national lockdown. Wheal Jubilee Parc and the Churchyard were noted as particularly bad. Comment was made that signs to keep dogs on leads were widely ignored. The Town Clerk confirmed that relevant signage was in place and up to date including information advising that dog waste can be placed in

rubbish bins. It was hoped that the campaign would help and that more posts regarding dog-fouling would be placed on social media. The Town Clerk would also ask the Support Officer to resend to Councillors information on how to report dog-fouling incidents to Cornwall Council.

2020/123 Committees/Working Group Meetings:

- i) **RESOLVED** to receive the minutes of the Planning Committee meetings held remotely on 8 December 2020 and 12 January 2021.
- ii) **RESOLVED** to adopt the note and approve recommendations (if any) of the Neighbourhood Development Steering Group Meeting held on 5 January 2021.

2020/124 Finance: Monthly Accounts and Payments January 2021

- a) The monthly finance report was noted.
- b) It was **RESOLVED** to i) to approve payments January (b) of £2,944.41, Lloyds to Barclays account of £250,000 and direct debits of £224.08; ii) to ratify payments made November (b) of £5,716.64 and direct debits of £156.21; iii) to ratify payments made December (a) of £5,309.05 and standing orders or direct debits (regular payments of the same amount £10,254.69 and direct debits of £1,337.12; iv) to ratify payments made December (b) of £2,011.38 and direct debits of £25.00; and v) to ratify payments made January (a) of £7,674.52, standing orders or direct debits (regular payments of the same amount) of £10,254.69 and direct debits of £1,706.25
- c) Car park takings were noted.
- d) **RESOLVED** to approve the Investment Strategy.
- e) **RESOLVED** to approve the Risk Assessment Management Plan (January 2021).
- f) **RESOLVED** to approve the direct debits and standing orders summary.

2020/125 Correspondence:

- a) Correspondence for information was noted.
- b) i) Members gave consideration to Cornwall Council's Climate Emergency Development Plan Document Consultation. A member expressed concern that CC was effectively weakening existing policies and making it easier to erect wind turbines in AONB land and/or the land which affects its setting.

RESOLVED that Councillors submit their thoughts on the proposed draft of CC's Climate Emergency Development Plan Document (DPD) Renewable Energy and Sustainable Energy Construction Policies to the office by Friday 29 January, and that a response to the consultation be delegated to the Town Clerk in consultation with the Chairman based on Councillor comments.

ii) In response to Padstow School's Consultation regarding pupil age ranges it was **RESOLVED** to support the proposed changes to the range of funded ages at Padstow School from the current 4 – 11 years to 2 – 11 years.

iii) Land use Request: Members gave consideration to the land use request from Nadelik Lowen. It was **RESOLVED** to permit Nadelik Lowen to place a Community Tree of Lights on the bandstand in the same position as 2020 from 22 November 2021 until a date in the week commencing 3 January 2022;

subject to receiving public liability and risk assessments to the satisfaction of Council's Health and Safety advisor and insurers.

2020/126 Bandstand Events 2021: The Town Clerk referred members to the agenda report on this matter. It was noted that last year the decision was taken to cancel bandstand performances due to the national restrictions in respect of COVID19. The Town Clerk advised that typically performance dates are finalised with bands at this time of year, however with the nation in another lockdown, no bands had been in touch and it was highly unlikely any had even been able to meet and practise.

Other key factors in the decision for the coming year included lapsed training for employees in Traffic Management Community Events, which was required for the safe management of the road closure. The training provider has confirmed that training is not currently available and future dates are as yet unknown. In addition, the bandstand benches, which are moved for each performance, are presently screwed down to assist with preventing congestion and supporting social distancing measures.

Members were in general agreement that, due to ongoing COVID19 uncertainty, bandstand performances for 2021 not be permitted. Consideration was given to other groups who use the bandstand for charity collections such as the RNLI and Marie Curie. It was felt these events could be permitted, following consideration of individual requests by the Town Clerk in consultation with the Chairman.

RESOLVED to i) not hold or grant any bandstand performances for 2021 due to the ongoing COVID19 uncertainty and road closure training not being available at this time; and ii) to permit events for collection purposes only, consideration of which to be given by the Town Clerk in consultation with the Chairman, provided that they satisfy Council's insurers and health and safety advisors with their risk assessments which need to cover COVID measures.

2020/127 Emergency Scheme of Delegation Decisions: RESOLVED to note the decisions made via the Emergency Scheme of Delegation as detailed in agenda page 57.

2020/128 Reports from Members/Outside Organisations: There were no reports from members/outside organisations.

2020/129 Future Meeting Dates and Date of Next Meeting: Future meeting dates were noted. Members discussed the impact of purdah on Town Councillors; the Town Clerk advised she would confirm any restrictions in this regard. Members suggested that the next Full Council meeting date be brought forward as a precaution.

RESOLVED that the date of the next meeting be moved to Tuesday 23 March 2021.

2020/130 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.

2020/131 Confidential Minutes Tuesday 24 November 2020: RESOLVED that the confidential minutes of the meeting held remotely on Tuesday 24 November 2020 be signed as a true record.

2020/132 Rent/Tenant Updates: The update was noted as per the agenda report.

2020/133 Core Building Purchase: See confidential minutes.

2020/134 Request from Padstow Sailing Club: See confidential minutes.

2020/135 Council Land Matter: See confidential minutes.

Meeting closed at 7.20 pm

**PADSTOW TOWN COUNCIL: 23 FEBRUARY 2021
CLERK'S REPORT / WORK PROGRAMMES**

Key: EMR: Ear Marked Reserve

Agenda Item 7

PROJECT	NOTES/UPDATE
FULL COUNCIL	
NDP	The 10 week Regulation 14 consultation commenced on Monday 8 February, this is another positive step forward in the development of our Plan.
Car Park Order	This has gone out for public consultation with this due to end soon and be in place for 1 March 2021. The Town Clerk is progressing the SLA with CC which it hopes to align to their core visits. Tariff boards are being amended along with new board for penalty contraventions inline with Cornwall Councils. Also associated polices are being updated purely to align to the new Car Park Order, no other updates.
One Padstow (formally Padstow Safe)	Remote meeting was held to update briefly on matters. Its felt that once open again it will be busy. The Town Clerk will look to arrange further meeting with CC Traffic Officer in this regard on signage, which will likely follow similar lines to last summer.
LTOS	
Lawns Play Area/Skate Park/Garage	Following latest Government advice, the skatepark and tennis courts are closed. The play area is allowed to remain open. As advised it has been risk assessed, information notices are placed up, as well as way in and way out, sanitiser in place. The annual play inspection took place earlier this month, reports outline some issues, these are being taken forward. Retention period on skate park is being reviewed as there have been cracking on the surface, Project Manager making enquiries in this regard, Town Clerk to meet on site (COVID safe) to progress with Project Manager, as well as Lawns Car Park. Garage door broken, were let down by original supplier so have gone with another company and we hope to have this sorted soon!
Churchyard	Due to the bad weather a tree was uprooted and had to be removed, this was undertaken via an Emergency Tree Order application. Town Clerk is progressing conversations with the Church to clarify and tidy up paperwork in respect of the closed churchyard.
North Quay and Cory Toilets	Still awaiting update with doors and Project Manager will then be able to inspect the project with a view to sign off.
Cemetery	Drainage works have taken place and in place. All seems to be working well.
HRT	
Railway Car Park Bollards	These works have taken place, unfortunately a bollard was knocked out by a vehicle. However, they have agreed to pay for damage so this is being progressed.

PADSTOW TOWN COUNCIL
Minutes of the Planning Committee meeting held remotely on
Tuesday 9 February 2021 commencing at 6.32 pm

Present: Councillors K Freeman (Chairman), R Higman, J O'Keefe, Mrs A E Symons and Mrs T Walter

In Attendance: Mrs K Pemberton (Town Clerk), Mrs T Trestain (Support Officer and Minute Taker) and 4 members of the public

P2020/59 Apologies: Apologies for absence were received from Councillor M Evans.

P2020/60 Announcements: There were no announcements.

P2020/61 Declarations of Interest: There were no declarations of interest.

P2020/62 Public Participation: There were 4 members of the public that attended the meeting, with 2 members speaking.

A member of the public spoke in support of agenda item 6iia) Polventon Windmill Padstow. It was outlined that the applicant was retaining the existing building, even though planning permission had been granted for demolition and rebuild previously. Further detail was provided about the proposed extension, with the use of natural materials. Reference was also made to Stepper Point AONB and it being in a Zone 1 Flood Risk area, being the lowest..

Another member of the public spoke in support of agenda item 6iie) Land NE of Curchey Cottage Padstow. It was outlined that the application was to change and extend the disused, unattractive stables and turn it into a dwelling to be used by the applicant's immediate family. It was mentioned that permission had been granted previously for larger applications at the touring park which was in the local vicinity. It was noted that they had reduced their original scheme after conversations with Cornwall Council and they now hoped this version would be granted permission.

P2020/63 RESOLVED that the **minutes** of the meeting held on **Tuesday 12 January 2021** be signed as a true record.

P2020/64 Planning

i. The following Cornwall Council planning decisions were noted:

- a) **PA20/06450 6 Moyle Road Padstow Cornwall PL28 8DG** - Proposed rear extension, new front porch extension, front balcony and internal alterations. **APPROVED**
- b) **PA20/09170 Pentire Dobbin Lane Trevone Padstow PL28 8QP** - Variation of Condition 1 (approved plans) and 3 of Application No. PA20/03949 dated 29 July 2020 - Reserved matters

- application following outline approval PA17/08592 (access, appearance, landscaping, layout and scale) **APPROVED**
- c) **PA20/09496 Trelawney Trevone Road Trevone Padstow PL28 8QY** – Installation of solar panels to existing garage roof to the rear of the site. **APPROVED**
 - d) **PA20/09974 Westerlies Southway Windmill Padstow PL28 8RN** – Erection of front single storey extension. **APPROVED**
 - e) **PA20/10562 Trenoder Windmill Padstow Cornwall PL28 8RY** – Proposed extension linking existing outbuilding to house and installing a slate hung dormer in the main roof. **APPROVED**
 - f) **PA20/10581 Driftwood Southway Windmill Padstow PL28 8QH**- Householder planning application for the remodeling of the appearance with first floor additions and extensions. **APPROVED**
 - g) **PA20/10822 The Nook Fentonluna Lane Padstow Cornwall PL28 8BA** – Non material amendment (No 2) to application no. PA17/07415 dated 21st November 2017 for the demolition of buildings associated with former Tropical Gardens. Erection of new 2-storey 4 bedroom dwelling, widening of opening in northern boundary wall and associated landscaping works namely- amending east elevation from a hipped cantilever to a gable with supported first floor bay. Other amendments noted in PA18/11593 remain extant. **APPROVED**

ii. RESOLVED to make the following planning application responses to the Planning Authority (Cornwall Council):

- a) **PA20/11316 Polventon B3276 Between Treator and Harlyn Bay Road Windmill Padstow** – Construction of extension to dwelling.
SUPPORTED
- b) **PA20/10976 West View House West View Trevone Padstow** – The proposal is to extend the existing rear single storey kitchen and sunroom with balcony above. Two storey extension to the side of the dwelling. Install two new windows at first floor level on the south west elevation. To replace the windows and bay extension at the front of the house with new windows more in keeping with the period of the house.
SUPPORTED
- c) **PA20/11325 The Walled Garden Duke Street Padstow Cornwall** – Alterations to an existing, disused concrete structure and the installation of two accessible WCs and storage space with corrugated roof.
SUPPORTED
- d) **PA20/11326 The Walled Garden Duke Street Padstow Cornwall** – Listed Building Consent for alterations to an existing, disused concrete structure and the installation of two accessible WCs and storage space with corrugated roof.
SUPPORTED PROVIDED CONSERVATION OFFICER SATISFIED

e) PA21/00471 Land NE of Curchey Cottage Padstow PL28 8LE-
Proposed conversion of stable building into a single dwelling.
SUPPORTED

f) PA21/00632 41 Pellow Close Padstow PL28 8EY – Extension
to dwelling
**SUPPORTED; PROVIDED DUE CONSIDERATION IS GIVEN TO
THE NEIGHBOURS AND THE POINTS RAISED BY THEM.**

**P2020/65 Planning Inspectorate decision on a) PA20/01087 Land West of
29 Grenville Road Padstow Cornwall PL28 8EX** was noted for
information.

P2020/66 Date of Next Meeting: Tuesday 9 March 2021 at 6.30pm

Meeting closed at 8.56PM

FINANCE REPORT

16.2.21

Revenue Income 19.1.21 - 16.2.21 (per Sage)

		<u>£</u>
Corporate Services	misc income s106 money & bollard damage	17399
Highways Roads and Transport	Railway car park income	597
"	Lawn car park income	48
"	misc income (RingGo - received & paid out)	92
Environment - Cemetery	Cemetery fees	1,614
Leisure, Tourism & Open Spaces	misc income allotments	385
Investment Properties	rent income insurance & pump station repairs	4,929
	misc rent leeway charges for sand	4,909
Other operating income	interest received	12
		<u>29,985</u>

State of the Bank per Sage

Lloyds	Current Account	604.50
	Business Call Account	608,627.07
	Wages Account (PAYE & NIC)	19,074.91
	Car park takings account	5,310.39
	Client deposit account	790.88
Barclays	Current Account	10,689.60
	Active Saver	303,554.92
	Wages Account (Net pay and LGPS pension)	19,646.99
	Petty cash	200.00
		<u>968,499.26</u>

Wages month 11 gross pay, NIC ER's & LGPS ER's £18,703.29

Debtors Outstanding for more than 3 months:

None

Current debtors total £61,336.78 gross (rent)

Creditors Outstanding for more than 3 months:

None

Current creditors total £13,625.08 gross includes insurance invoice, prepayment to do at Financial Year End.

per Sage	Apr-Feb £		1.4.20 - 31.3.21 Budget
Income	919,364	incl sales invoices sent but not all received	
Budget Income	727,603		747,470
Revenue Expenditure	493,131		
Budget Rev Exp	644,197		699,930
Capital/Project Expend.	54,676		
Budget Capital/Project Exp	266,750		291,000

Please note that the Accounts are prepared on an Income and Expenditure basis, not a Receipts and Payments basis (as required by the regulations). This means that sales invoices are included on Sage as they are invoiced but the amounts may not have been received.

To ratify payments made:

Agenda item 9b

ACCOUNTS OUTSTANDING
February' a 2021

<u>Date</u>	<u>Cost centre</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
2.2.21	HRT	G4S	car park machine cash collections	693.7	138.74	832.44
28.1.21	Capital/projects	Edyvean Printers	NDP - Executive summary & printed envelopes	575	115	690
29.1.21	LTOS	Glendale	clear tree	370	74	444
29.1.21	Env - Cemetery	Duchy Cemeterys Ltd	excavate grave			443
1.2.21	Administration	Tanist	IT support & server RAM	260.52	52.1	312.62
3.2.21	HRT	Flowbird	car park machines maintenance	211.8	42.36	254.16
3.2.21	HRT	Clearflow	empty pump station (recharged to tenant)	192.15	38.43	230.58
1.2.21	Central Services		Grant Trevisker Community Meadow CIC			200
29.1.21	LTOS	The Play Inspection Company	Outdoor annual inspection	150	30	180
1.2.21	Corporate Services	PARK NOW	RingGo fees 1 month	135.18	27.04	162.22
1.2.21	LTOS	Total Pest Control	Rope Walk allotments pest control visit	135	27	162
20.1.21	LTOS	Appleton Signs	stainless steel plaque (recharged)	125.6	25.12	150.72
29.1.21	Administration	Complete Business Solutions	stationery	99.21	19.84	119.05
1.2.21	Administration	Churchill	legionella control support	69.3	13.86	83.16
27.1.21	LTOS	Padstow Petrol Station	fuel	61.45	12.3	73.75
1.2.21	LTOS	Travis Perkins	nuts, bolts & drill bit	46.89	9.38	56.27
1.2.21	Administration	SeaSpray	window cleaner			18
						<u>4411.97</u>

Standing orders or Direct Debits (regular payments of the same amount):

1st	Inv Prop	WPS Insurance	Commerical combined insurance policy	1838.69		
7th	Corporate	Barclays Bank	bank charges	16.00		
1st		Cornwall Council	Non Domestic Rates - PTC sites	8400.00		
						<u>10254.69</u>

Direct debits:

1.2.21	Administration	SeaDog IT	website support		27.50	
31.1.21	LTOS	Biffa	bulk waste bin emptying	258.15	51.63	309.78
1.2.21	Administration	Sage	Payroll & Pension subscription 1 month	48.34	9.67	58.01
4.2.21	Administration	AUK Supplies	office cleaning supplies & hand sanitiser	73.04	14.6	87.64
						<u>482.93</u>

Approved by 2 Councillors who are bank signatories:

<u>Date</u>	<u>Name</u>	<u>Signature</u>

To ratify payments made:

ACCOUNTS OUTSTANDING
February' b 2021

<u>Date</u>	<u>Cost centre</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
						£
31.1.21	Capital/projects	Michael Vanstone Plant Hire	Cemetery drainage works	1920	384	2304
9.2.21	Corporate Services	Kestrel Guards	check call services	300	60	360
10.2.21	HRT	Flowbird	Rail 1 repair and Smartfolio	265.81	53.16	323.97
10.2.21	Env - toilets	Ian Dawe	reinstate earth connection & heater for staff room at toilets	269	53.8	322.8
1.2.21	HRT	Amos Pumps	emergency call out to identify pump station fault	180	36	216
1.2.21	Env - toilets	SW Hygiene	sanitary and nappy units disposal	74.21	14.84	89.05
11.2.21	Administration	Complete Business Supplies	stationery	19.99	4	23.99
						<u>3639.81</u>
16.2.21		Womble Bond Dickinson - Live West	Core building purchase			150000.00
4.2.21	Administration	AUK Supplies	wheelie bin liners	22.2	4.44	26.64
10.2.21		Opus Energy	electricity PTC sites			1476.91
12.2.21	Administration	SeaDog IT	domain renewal & website support			180.00
						<u>1683.55</u>

Approved by 2 Councillors who are bank signatories:

<u>Date</u>	<u>Name</u>	
		2
		2

Agenda item 9b

Padstow Town Council									
Railway & Lawn car park takings 2020/21									
n/c 4404	Railway car park income				n/c 4406	Lawn car park income			
	2018-9	2019-20	2020-21	<i>Budget</i>		2018-9	2019-20	2020-21	<i>Budget</i>
				<i>2020-21</i>					<i>2020-21</i>
Apr	36375	41415	23	36,000		10242	11988	0	10200
May	43600	44549	692	43,000		12287	13217	63	12300
Jun	49098	45380	3556	49,000		14352	13463	485	14300
Jul	59587	57969	51165	59,000		16345	17136	20726	16300
Aug	69811	64687	71756	69,000		21050	23158	27741	21000
Sep	45461	48631	64641	45,000		13871	14103	26140	13900
Oct	38792	37094	50706	38,000		10819	9496	19619	10000
Nov	6311	5967	3732	5,500		1555	722	934	500
Dec	8350	7972	4187	7,000		2056	1445	945	1000
Jan	4206	5616	782	3,500		1267	611	60	500
Feb	6731	6173		5,000		1660	11		1000
Mar	16379	9993		15,000		3832	51		1000
	384701	375446	251240	375000		109336	105401	96713	102000
Railway	361591	359280	251240	355000	Lawn	103844	105339	96713	100000
sub totals					sub totals				
Apr 2020 - Jan 2021					Apr 2020 - Jan 2021				
Apr-Jan	2018-19	2019-20	2020-21	<i>Budget</i>					
				<i>2020-21</i>					
Railway	361591	359280	251240	355000					
Lawn	103844	105339	96713	100000					
Total	465435	464619	347953	455000					
Car park takings									
April 2020 to January 2021 car park takings are £347,953 this year, which is £107,047 less than the Budget and £116,666 less than the same period last year.									

AGENDA ITEM 10: CORRESPONDENCE

Councillors Correspondence for Information – February 2021

Item	From	Referring To	Notes
a	Cornwall Council Highways	Roadside hedge and tree management fact sheet	
b	Padstow Town Council	Response sent to CC on the DPD Renewable Energy & Sustainable Construction consultation.	Following January's Full Council, Cllrs were asked to feed comments back to the office. Response was agreement by the RFO in consultation with the Chairman.
c	Bodmin Police Station	Wadebridge and Bodmin February police newsletters	

PADSTOW TOWN COUNCIL: 23 FEBRUARY 2021

AGENDA ITEM 11: ELECTION UPDATE

We have been advised that at this moment in time that local Council elections are due to take place on Thursday 6 May 2021. Appendix 1 outlines timetable in this regard. This could be subject to change due to COVID19. The Town Clerk would provide further update if this were the case.

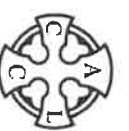
In terms of purdah, if elections take place on 6 May 2021, its understood that the period will be from 22 March to 6 May 2021. In terms of decision making within the Council during this time, in the vast majority of cases, the pre-election period will have no impact on normal council business, including the approval of planning decisions.

Canvassing: Written advice from Government confirms that the current lockdown restrictions "do not support door to door campaigning or leafleting".

The office team will be pulling together induction packs and also planning and scheduling councillor training events. Sharing information from Cornwall Council sites on Being a Councillor to promote elections.

Other helpful information on purdah and other useful information on elections the Town Clerk will write out to Councillors in the coming weeks.

CORNWALL ASSOCIATION OF LOCAL COUNCILS



LOCAL COUNCIL ELECTIONS 2021

TIMETABLE

This timetable covers the local council elections taking place on 6 May 2021:

The days which are disregarded in calculating the elections' timetable are Saturday, Sunday, Christmas Eve, Christmas Day, Good Friday, Easter Monday, bank holidays (i.e. Monday 3 May) and any day appointed for public thanksgiving or mourning.

Please be aware that the timetable may change in the event of days being appointed for public thanksgiving or mourning.

Date	Event	Information
From Tuesday 10 November 2020	Casual vacancies arising in a local council	In accordance with elections' rules, if a casual vacancy (i.e. a vacancy which arises during the electoral term) occurs in a local council within six months before the day on which councillors retire (i.e. the fourth day after the ordinary election), there will be no election to fill the office. Councils should co-opt as soon as is practicable which, in theory, may mean that some vacancies will not be filled during this time.
22 March 2021	Publication of Notice of Election	The principal authority will call the local elections and issue the Notice of Election to the clerk for display in the parish. These should be displayed prominently in public areas and on the council's website, to encourage people to stand for election. Information on how to stand will be available from the Cornwall Council Be a Councillor page . Shielding candidates will be able to print out copies for completion and submission by a 3 rd party.



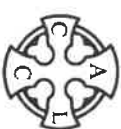
Political Purdah

Once the election has been called, councillors must be mindful of their duty under the Council's Code of Conduct not to do anything which might be interpreted as using their office as councillor to influence the outcome of the election. Further information is available from http://www.local.gov.uk/documents/10180/68869714/L15-91+Unpacking+Purdah_04.pdf/c80978b9-dc0b-4eee-9f81-49bd47afeb2d

<p>From the date stated on the notice of election up to 4pm on Thursday 8 April 2021</p>	<p>Individual submission of nomination papers</p>	<p>From the date stated on the notice of election up to 4pm on Thursday 8 April – the <u>nineteenth</u> working day before the election.</p>
<p><i>In order to be able to stand for election as a parish or town councillor, an individual must qualify as being eligible for office, i.e., an elector who is over 18, who is a Commonwealth citizen or a citizen of a member state of the EU. Additionally they are qualified if they have registered as a local government elector for the area of the parish named above, and/or during the whole of the 12 months before the day on which he is nominated as a candidate or the day of the election, resided in the locality of within 4.8 kilometres (three miles) of it, or occupied as owner or tenant any land or premises therein or had his principal or only place of work.. There are also certain disqualifications which should be checked. NALC's Legal Topic Note 8 – Elections gives further information on this.</i></p>		
<p>Thursday 8 April 2021 – 4pm</p>	<p>Deadline for withdrawal of nomination</p>	<p>Candidates may only stand in one parish or town ward. The deadline is the same for withdrawal as for submitting nominations, so therefore a candidate cannot submit nominations for a number of wards and then assess the opposition. If a candidate submits nominations for more than one ward and does not withdraw (leaving only one) by the deadline then they will be deemed to have withdrawn from all. If a candidate has submitted a nomination and then decides they do not wish to stand, they must withdraw their name, otherwise they will automatically become a candidate for the seat and may be elected.</p>

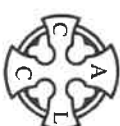


Thursday 8 April – 4pm	Deadline for submitting nominations	Nominations may only be hand delivered IN PERSON (but not necessarily by the candidate). Candidates who are shielding will be able to use a 3 rd party to submit their forms IN PERSON.
The nomination papers will provide candidates with details of the information required and how to submit their application for candidacy. The forms must be hand delivered to the nominated office of the unitary authority. The clerk has no part to play in this process; responsibility lies solely with the candidate, whether they are an existing councillor or are standing for the first time.		
Friday 9 April 2021 – 4pm	Publication of Statement of Persons Nominated	Where there is the same number or fewer candidates as seats, the notice will name all those standing for election and therefore deemed to be elected without contest. This statement will notify local councils of whether a poll will be held on Thursday 6 May 2021, whether there will be vacancies on the council (i.e. whether or not enough people have stood to fill the seats on the council), whether the council will be quorate or not (i.e. will have three or a third of the number of seats filled – whichever is the greater number).
Assuming the council is quorate: where there are not enough validly nominated candidates at the election, the elected councillors may co-opt to fill the seats after they have taken office again on Monday 10 May (four days after the election). If the power of co-option is not exercised within 35 days (excluding those days referred to in the introduction above), the principal authority may exercise its discretionary powers to hold a further election or take other appropriate action to fill the vacancies*1.		
Tuesday 27 April 2021 (Not later than the sixth day before the day of election)	Publication of Notice of Poll	The unitary authority will send the clerk notices for public display



Get prepared by downloading links to copies of NALC guides on being a councillor. Local council finance and community business and arranging Induction Training for new members. Prepare your member induction packs including Code of Conduct, Standing Orders & Financial Regulations, and the Declaration of Acceptance of Office and Register of Disclosable Pecuniary Interests. The CALC Member Induction Guide also gives a broad introduction to the role of an elected member and a list of other helpful documents. Plan for how to engage with new members to complete the necessary paperwork etc before the Annual Meeting.

Thursday 6 May 2021 (07.00 – 22.00)	DAY OF POLL	Polling stations are open from 7am to 10pm, staffed by Presiding Officers and Polling Clerks appointed by the principal council.
Monday 10 May 2021	Change of Council	The previous councillors cease to be members and new councillors take up their office.
Not later than Monday 24 May 2021	Annual Meeting of the Council	In an election year, the annual meeting of the council must be held within 14 days of the councillors taking office (i.e. Monday 10 May). This is the meeting at which the chairman of the new council is appointed.
	Declaration of Acceptance of Office	A member must have signed and returned their declaration of acceptance of office to the Clerk for witnessing at or <u>before the start of the annual meeting</u> . Members who fail to do so will lose their seat <u>unless</u> the council resolves to give an extension.
No later than Monday 7 June 2021	Completion of Register of Disclosable Pecuniary Interests	Every member is required to complete a register of disclosable pecuniary interests. Under the council's Code of Conduct (and the law) this register must be completed as soon as possible after election and no later than 28 days after taking office. This is a public register and your information will be posted on the website of the unitary authority. It is the member's responsibility to ensure that a copy is submitted to the Monitoring Officer and that the register is updated when necessary. A failure to meet this deadline is a criminal offence.



<p>Not later than Friday 4 June 2021</p>	<p>Election expenses</p>	<p>The return and Declaration of Election Expenses must be delivered to the Returning Officer within 28 days of the election being declared. If anyone fails to deliver them, they may be fined if they sit or vote on the Parish Council. Where no expenses have been incurred you must submit a "nil" return. Anyone who is a candidate at these elections must submit their election expenses whether the elections are contested or not. A failure to meet this deadline is a criminal offence.</p>
<p>Not later than Monday 14 June 2021</p>	<p>Co-options to fill casual vacancies</p>	<p>Where vacancies remain after the elections (but where the council is quorate), the council is able to advertise and co-opt to fill any remaining seats. See *1 above for more information. There is a model person specification for co-option available in NALC Legal Briefing L15-08 (available from CALC).</p>
<p>From Tuesday 15 June 2021</p>	<p>Outstanding vacancies on the council</p>	<p>If there remain vacancies on the council, the unitary authority may choose to call a further election to fill those seats. See *1 above for more information. The costs of this second election would be charged to the local council.</p>

PADSTOW TOWN COUNCIL: 23 FEBRUARY 2021

AGENDA ITEM 12: To discuss and decide on the following planning application: PA21/01297 Land West of 29 Grenville Road Padstow

PL28 8EX - Non Material Amendment to Application No PA20/01087 dated 29 June 2020 for a proposed new house - namely erection of an air source heat pump housing by the garage and change in cladding to upper level of elevations substitution of the approved Larch cladding to the upper levels of the elevation with a Cedral cladding.

The Town Council are consulted on planning applications in their parish. The Council are asked to consider the applications and agree a response to the Planning Authority (Cornwall Council). The applications and their plans can be viewed on the Online Planning Register at www.cornwall.gov.uk

This application is a Non Material Amendment and has such the government expect this type of application to be determined within 28 days, therefore Cornwall Council were unable to extend the consultation deadline until the next Planning Committee meeting.

This Non Material Amendment consultation is regarding the air source heat pump and the cladding.



PADSTOW TOWN COUNCIL
NOTIFICATION OF COUNCIL & COMMITTEE MEETINGS
FOR 2020-2021

Date	Time	Meeting
2021 DATES		
Tue 23 February	6.30 pm	Full Council
Tue 9 March	6.30 pm	Planning Committee
Tue 16 March	6.30 pm	Finance and General Purposes Committee
Tue 23 March	6.30 pm	Full Council

All meetings to be held virtually (until further notice)

If you wish to view a meeting or speak in the public participation section [NB: this is only on agenda items], please contact the Town Clerk by email to enquiries@padstow-tc.gov.uk or by phone on 01841 532 296, so you may leave a message and be contacted by a member of our team

Extra meetings to be arranged as required. However, Emergency Scheme of Delegation to be used alongside meetings, if required.