

# PADSTOW TOWN COUNCIL

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19 May 2021

## TO ALL MEMBERS OF THE COUNCIL

Councillors: C Watson-Smyth (Chairman), J O'Keefe (Vice-Chairman), J H Fidler, A P Flide, K Freeman, R Higman, A N Rees, M Rickard, Mrs A E Symons, D N Vivian, Mrs T Walter and vacancy

Dear Councillor

All Members of Council are hereby summoned to attend the meeting of **Padstow Town Council** in the **Church Rooms, Church Street, Padstow** on **Tuesday 25 May 2021 at 7.30 pm or on the rising of the Planning Committee meeting, whichever the later** for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Yours faithfully

*Kathy Pemberton*

Kathy Pemberton

**Town Clerk**

**COVID: Please note this meeting will be operated in a COVID safe way. All attending to respect these provisions which are in place for all our safety.**

## 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 on **Tuesday 27 April 2021** having been previously circulated and taken as read. (1-5)
6. **To confirm the minutes** of the Annual Meeting held on **Tuesday 18 May 2021** having been previously circulated and taken as read. (6-8)

7. **Clerk's Report/Work Programme:** To receive an update for information only. (9)
8. **Finance and General Purposes Committee Membership:** To Elect Committee Members to the vacant positions on the Finance and General Purposes Committee. (10)
9. **Finance:**  
**Monthly Accounts and Payments May 2021** (16-20)
  - 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
10. **Correspondence:** (10-15)
  - a) To note correspondence for information,
  - b) To give consideration to the following:-
    - i) Enterprise Car Club Request
    - ii) Land Use Requests for Marie Curie: Padstow to Rock Swim
11. **Code of Conduct for Members and Co-Opted Members of Local Councils:** To give consideration to updated Code of Conduct and discuss and decide on way forward (to follow)
12. **Reports from Members/Outside Organisations:** To receive reports from meetings attended (if any)
13. **To Note Future Meeting Dates and to Note Date of Next Meeting:** Tuesday 29 June 2021 at 7.30 pm (21)
14. **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.
15. **Padstow Sea Cadets:** To give consideration to lease renewal request and discuss and decide on way forward. (to follow)
16. **Padstow Sand Request Update:** To receive update in this matter and discuss and decide on way forward. (to follow)
17. **Wheal Jubilee Parc Update:** To receive update in this matter and discuss and decided on way forward. (to follow)
18. **Skate Park Update:** To receive update in this matter and discuss and decided on way forward. (to follow)

**PADSTOW TOWN COUNCIL**

**Minutes of the Full Council meeting held remotely on Tuesday 27 April 2021 at 6.30 pm**

**Present:** R Buscombe (Chairman for the meeting), 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) and 1 member of the public

**2020/174 To receive apologies for absence and announcements:**

- i) In the absence of the Chairman and Vice-Chairman, it was **RESOLVED** that Councillor R Buscombe be elected Chairman for the meeting whereupon he took the Chair.
- ii) Apologies: were received from Councillor C Watson-Smyth and A P Flide.
- iii) Announcements: Councillor R Buscombe noted that the meeting would be his last as both a Town Councillor and Cornwall Councillor and expressed that he had thoroughly enjoyed the last 8 years. He considered that the Town Council had undertaken tremendous work over the years, naming the renovation of Station House, the skate park, purchase of the Core Building, new toilet block and renovation of other toilets as some examples. Councillor Buscombe added that these had all been achieved at no charge to the Parish and noted that a new leisure facility [MUGA] would also follow shortly. He concluded that he was pleased and honoured to have been both a Padstow Town Councillor and Cornwall Councillor.

**2020/175 Declarations of Interest:** There were no declarations of interest.

**2020/176 Dispensations:** There were no dispensations.

**2020/177 Public Participation:** There was no public participation. The Police report for the period 28/3/21 – 24/4/21 was noted having been previously circulated and taken as read.

**2020/178 Minutes Tuesday 30 March 2021 RESOLVED** that the minutes of the meeting held remotely on Tuesday 30 March 2021 be signed as a true record.

**2020/179 Clerk's Report:** The Clerks report was noted for information. In response to a member query, the Town Clerk advised that the company who supplied the Railway toilet doors had been engaged to fix the damaged Railway disabled toilet door. They were expected later in the week, exact date to be confirmed. It was noted if it could not be fixed, the whole door would need to be replaced. It was further noted the Cory toilet refurbishment was not complete because North Quay toilets had been prioritised, as

Cory would not be opened in the short term due to the potential Covid hot spot risk from possible queues at neighbouring businesses.

In response to a member query the Responsible Financial Officer (RFO) confirmed that section 106 money of £15,868.39 in connection with the Skate Park, had been received and noted at a previous Council meeting.

**2020/180 Committees/Working Group Meetings:**

- i) **RESOLVED** to receive the minutes of the Planning Committee meeting held remotely on Tuesday 13 April 2021.

**2020/181 Finance: Monthly Accounts and Payments March 2021**

- a) The monthly finance report was noted. The Responsible Financial Officer highlighted that there were no longer any debtors outstanding for more than 3 months.
- b) It was **RESOLVED** to i) ratify payments made March (c) of £3,935.55 and direct debits of £264.12; and ii) ratify payments made April (a) of £10,214.09, standing orders or direct debits (regular payments of the same amount) of £10,114.71 and direct debits of £469.09.
- c) Car park takings were noted.

**2020/182 Correspondence:**

- a) Correspondence for information was noted.
- b) i) Lobster Hatchery Request: Members gave consideration to the request from the Lobster Hatchery to change their exterior signage with a product that will better maintain the condition and colour of the signage.

**RESOLVED** to approve the request from the Lobster Hatchery to replace the exterior vertical banner signage with banners of the same design but using di-bond aluminium composite panels, subject to all necessary PLI and risk assessment being provided.

**2020/183 Planning Application: RESOLVED to make the following planning application responses to the Planning Authority (Cornwall Council) in respect of**

a) **PA21/03807 Torridon West View Trevone Padstow** –  
Erection of extensions with variation of condition 2 (approved plans) of PA18/10710  
**SUPPORTED**

b) **PA21/02226 42 Sarahs Lane Padstow Cornwall PL28 8EW**  
-Proposed roof extension including raising of roof and proposed flat roof rear dormer  
**SUPPORTED**

**2020/184 Statement Of Internal Control:** Council gave consideration to this matter and **RESOLVED** to approve the effectiveness of the system of Internal Control.

**2020/185 Financial Statements:** The RFO referred members to the Financial Statements in the agenda pages. The financial impact of the COVID-19 pandemic on the 2020-21 accounts was noted. **RESOLVED** to approve the Financial Statements for the year ended 31.3.2021.

**2020/186 Budget to Actual Variance Report:** The Budget to Actual Variance Report 1.4.2020 – 31.3.2021 as detailed on agenda pages 31 to 34 was noted. The RFO outlined that the Budget to Actual overview for the year 2020/21 was good considering the significant impact of the COVID-19 pandemic on the Council's accounts.

**2020/187 Internal Audit Report:** Members noted the clear internal audit report.

**2020/188 Annual Governance and Accountability Return 2020/21 Section 1:** Following consideration of the annual governance statement it was **RESOLVED** to respond with "yes" to Assertions 1 - 8 in Section 1, on which basis it was **FURTHER RESOLVED** to approve Section 1 – Annual Governance Statement 2020/21 of the Annual Governance and Accountability Return 2020/21 and that these be signed by the Chairman of the meeting and the Town Clerk.

**2020/189 Annual Governance and Accountability Return 2020/21 Section 2:** Following consideration of the accounting statements it was **RESOLVED** to approve Section 2 – Accounting Statements 2020/21 for Padstow Town Council in the Annual Governance and Accountability Return 2020/21, and that they be signed by the Chairman of the meeting.

Thanks were expressed to the Responsible Financial Officer for her work over the last 12 months managing Council's finances during the pandemic. Comment was made that the finances of the Council had been left on "an even keel".

**2020/190 Skate Park:** The Town Clerk provided a verbal update on this matter. Following the end of the skate park retention period, the Project Manager had surveyed the skate park and found some works which needed attention, namely a dip in the concrete, standing water, fine cracks and some joint work on the railings.

The Project Manager had been unable to raise a response from the contractor and as such a quote from Michael Vanstone contractor had been sought. The quote was of £1,845 ex VAT and was comparable to the project's retention figure of approx. £1,800. The Project Manager and the Town Clerk wished to give the original contractor sufficient opportunity to respond to the issues as forfeiture of the retention could affect the longer guarantee for latent defects. However, they were concerned that the longer the issues were left the greater they may become. It was also noted that the Project Manager was seeing an increase in companies folding and reopening under a different name, thereby nullifying the latent defects guarantee.

Members also expressed concern that the issues could be exacerbated if left, and that failure to respond at this stage was not a good sign of a response to latent defects further down the line.

**RESOLVED** to instruct Michael Vanstone contractor to undertake any necessary repairs to the skate park using the retention sum but that the Town Clerk continue to enquire about the latent guarantee.

**2020/191 Future Meeting Arrangements:** Members noted that following the elections, meetings would return to face-to-face. Due to continued COVID restrictions in May, it was noted that the Council Chamber would not be large enough to accommodate necessary COVID mitigations. Meetings would therefore be held in the Church Rooms, which were available and had been risk assessed by Officers. The Town Clerk advised that chairs would be set out for members without tables at a 2m distance so that members would be able to remove their masks once seated if they wished. An area for members of the public would be set out with chairs and, dependant on the number of public attending, the public may be required to wear masks. A designated speaking area would be set out for members of the public to stand in and remove their masks in order to address Council during public participation. It was noted that further guidance would be forthcoming from NALC/CALC which may well include an amendment to standing orders or the scheme of delegation for consideration in due course.

**2020/192 Future Meeting Dates and Date of Next Meeting:** The Town Clerk advised that the Supplementary Standing Orders regarding virtual meetings would fall away after 6 May 2021 and meeting times would revert to those in the Standing Orders. In light of this members were asked to give consideration to the start time of the Annual Council and May Full Council meetings.

**RESOLVED** that i) the Annual Council meeting, being the next meeting of the Council be held on Tuesday 18 May 2021 at 7pm; ii) the next Full Council meeting be held on Tuesday 25 May 2021 at 7.30pm, unless changed at the Annual Council Meeting; and iii) both meetings be held in the Church Rooms, Church Street, Padstow.

**2020/193 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**

**2020/194 Confidential Minutes Tuesday 30 March 2021: RESOLVED** that the confidential minutes of the meeting held remotely on Tuesday 30 March 2021 be signed as a true record.

**2020/195 Emergency Scheme of Delegation Decisions:** Members noted the confidential decision made by way of the Emergency Scheme of Delegation taken between this and the last meeting of the Full Council and not included in the online register under FOI exemption 43.

It was noted that Councillors Buscombe and Evans would not be returning and thanks were expressed for their work on behalf of Padstow Town Council

Meeting closed at 7.02 pm

**PADSTOW TOWN COUNCIL**

**Minutes of the Annual Meeting of Padstow Town Council held on  
Tuesday 18 May 2021 at 7.00 pm in the Church Rooms, Church  
Street Padstow**

**Present:** C Watson-Smyth (Chairman), K Freeman, R Higman, J O'Keefe, A N Rees, M Rickard, Mrs A E Symons, D N Vivian and Mrs T Walter

**In Attendance:** Mrs K Pemberton (Town Clerk), Mrs S Daly (Support Officer and minute taker), Mrs T Trestain (Support Officer) and 7 members of the public

- 2021/1 Election of Chair of the Council/Town Mayor:**  
**RESOLVED** that Councillor C Watson-Smyth be re-elected as Chairman of the Council/Town Mayor for 2021/22 and he signed his Declaration of Acceptance of Office.
- 2021/2 Election of Deputy Chair of the Council/Deputy Mayor:**  
**RESOLVED** that Councillor J O'Keefe be elected as Deputy Chairman of the Council/Deputy Mayor for 2021/22.
- 2021/3 To receive apologies for absence and announcements:** i) Apologies were received from Councillors J H Fidler and A P Flide; ii) Announcements: Members were reminded of the Code of Conduct Training on Wednesday 19 May at 6.30pm. It was noted that the Town Council Community Grant Scheme was open for applications, closing date 5 July.
- 2021/4 Declarations of interest form Members:** There were no declarations of interest.
- 2021/5 Dispensations:** There were no dispensations.
- 2021/6 Public Participation:** One member of the public addressed the meeting in respect of Agenda Item 1: Election of Chair seeking clarification on the standing orders for this appointment. The Chairman confirmed that standing orders state a Chairman must be elected annually.
- 2021/7 Election of Committees: RESOLVED** that the following Councillors would form the committees for 2021/22:
- a. **Leisure Tourism and Open Spaces (7):** Councillors A P Flide, R Higman, J O'Keefe, A N Rees, D N Vivian, Mrs T Walter and C Watson-Smyth.
  - b. **Highways Roads and Transport (7):** Councillors J H Fidler, K Freeman, R Higman, A N Rees, M Rickard, D N Vivian, and C Watson-Smyth.
  - c. **Staffing (5):** Councillors A P Flide, R Higman, M Rickard, Mrs A E Symons and Mrs T Walter
  - d. **Planning (6):** Councillors K Freeman, R Higman, J O'Keefe, A N Rees, Mrs A E Symons and Mrs T Walter



**2021/8 Working Groups**  
**RESOLVED** that the Neighbourhood Development Steering Group continue and the following Councillors form the NDP Steering Group for 2021/22: Councillors A P Flide, J O'Keefe, D N Vivian, Mrs T Walter and C Watson-Smyth with 1 vacancy.

**2021/9 Election of Council Representatives: RESOLVED** to elect the following Council Representatives:

**Formal appointments:**

- a. Camel Advisory Group: Councillor D N Vivian
- b. Wadebridge and Padstow Community Network Panel: Chairman (Councillor C Watson-Smyth) and in his absence the Vice Chairman (Councillor J O'Keefe)

**Informal appointments:**

- c. Padstow Area Library Support (PALS): Councillor D N Vivian
- d. Padstow Sea Cadets Unit Management Team: None

**Noted:**

- e. It was noted that as Chairman, Councillor C Watson-Smyth was the appointed representative to the Cornwall Association of Local Councils (CALC).

**2021/10 Committee Terms of Reference/Scheme of Delegation:**  
Members gave consideration to the recommendation that each committee consider its own terms of reference at its first meeting of the year. Generally, it was felt no changes were necessary.

**RESOLVED** that no changes or updates be made to any of the committee terms of reference and that they all be adopted unchanged.

**2021/11 Emergency Scheme of Delegation:** Members gave consideration to amending the current emergency scheme of delegation in line with recommendations from the Cornwall Association of Local Councils. They noted that consultation with members would be in the same way as under the previous delegation, this included the same process for planning applications as outlined in appendix 1 of the agenda papers, if required.

**RESOLVED** that the Council delegates authority to the Clerk in consultation with the Chairman and Vice-Chairman/Mayor and Deputy Mayor to take any actions necessary with associated expenditure to protect the interests of the community and ensure Council business continuity, informed by consultation with the members of the Council. The scheme of delegation will be reviewed no later than September 2021.

**2021/12 Council Vacancy:** Members noted the vacancy in the Padstow Ward and gave consideration to filling it by co-option.

**RESOLVED** to advertise to fill the Padstow Ward vacancy by co-option as soon as practicable with a deadline for completed applications of Friday 18 June 2021 for consideration at the June meeting of the Full Council, being Tuesday 29 June 2021.

**2021/13** **Dates of Council Meetings: RESOLVED** to agree meeting dates for 2021/22 as outlined in the agenda papers but that these be subject to change dependant on changes to the Government' Lockdown Road Map.

Meeting closed at 7.24 pm

**PADSTOW TOWN COUNCIL: 25 MAY 2021**  
**CLERK'S REPORT / WORK PROGRAMMES**

Key: EMR: Ear Marked Reserve

Agenda Item

PROJECT	NOTES/UPDATE
<b>FULL COUNCIL</b>	
NDP	Consultation responses have been reviewed. NDP SG to arrange meeting for June to move this matter forward.
PTC Community Grants	Details on application have been posted on our website along with posters placed around our parish. Closing date for applications 5 July to be considered by the FGP Committee later the same month.
Town Opening	As advised at the last meeting the road closure has not been put in place, this is still the case. One Padstow to meet up to review. Cllr Freeman and Town Clerk attending.
HRT	
Car Parks	Are getting busier. As in previous years the Town Clerk is seeking availability for some core times from Kestrel. CC enforcement has commenced, they are enforcing the car parks. Steins Fish and Chips on the car park are adapting the way their customers queue, which will hopefully help. Only 2 benches on the paved area at the rear the remainder queues. Council's H&S advisor happier with this approach. As far as we know when Park and Ride do reopen it will be Park and Walk, we have not heard anything further in this regard.
<b>LTOS</b>	
Skate Park	The Project Manager has requested the contactor schedule in the works. At the moment the earliest date available is after the August Bank Holiday, however, if at all possible this will be sooner. Its simply down to demand at the moment as contractors are so busy and booked up in advance. The Project Manager has no concerns with this taking place later, it is still a usable space. We do weekly checks anyway so any issues would be flagged up immediately with the Project Manager.
North Quay, Cory and Railway Toilets	North Quay toilets are open with the new doors. There are some small snags, we are keeping a list and passed to the Project Manager. Cory not open, it is a "hot spot" area however, chasing as to when works will be completed. Seeking date for when disabled door at Railway can be replaced (one broken by Fire Brigade), we are putting in an insurance claim, unsure if it will be successful but worth a try.

## **PADSTOW TOWN COUNCIL: 25 MAY 2021**

### **AGENDA ITEM 8: FINANCE AND GENERAL PURPOSES COMMITTEE MEMBERSHIP:**

The membership of the Finance and General Purposes Committee is 8 members drawn from chairs of LTOS, HRT, Staffing and the Mayor (Councillor Watson-Smyth) and Deputy Mayor (Councillor O'Keefe) along with 3 further members.

Each of the relevant Committees who form membership of this Committee met prior to this meeting. The Town Clerk will update accordingly as these appointments verbally at the meeting in order that the Council will then be asked to appoint to the remaining vacant positions.

### **AGENDA ITEM: 10: CORRESPONDANCE**

#### **a) Councillors Correspondence to note for Information – May 2021**

<b>Item</b>	<b>From</b>	<b>Referring To</b>	<b>Notes</b>
a	Cornwall Community Flood Forum	New virtual event: An introduction to Property Flood Resilience (PFR) workshop on Tuesday 6th July 10-11.30  <a href="https://www.cornwallcommunityfloodforum.org.uk/events/">https://www.cornwallcommunityfloodforum.org.uk/events/</a>	Free event, we have shared on social media and the website.
b	Trevone Village Hall	Thank you letter for S106 money	

#### **b) to give consideration to the following:-**

##### **i) Enterprise Car Club Request**

Enterprise Car Club have been in contact with the Council and sent the appended (appendix 1) proposal for the Council to consider. Enterprise Rent-a-car along with Enterprise Car club are broadening their network of automated rental vehicles and they have identified Padstow as a key transport area leading into Summer 2021.

The idea is to have a sustainable option available to all (residents and visitors) in a COVID19 safe manner for car sharing for environmental purposes. They are requesting a parking space for a trial placement of one low emission Car Club vehicle in Padstow for a period 6 months, in order to gauge take-up.

Thoughts on this request are:-

- In light of how busy we are and will get busier perhaps defer to review later in the year/near year?
- Where would be the most appropriate place for this?

- Knowing how busy we are how could we ensure the dedicated space available to them all the time?
- Potentially we could see PTC staff time taken up potentially with any issues with the vehicle/booking?
- The company confirmed they are happy to pay for a space. No idea on cost has been discussed/mentioned.

What is Council thoughts on the proposal?

## **ii) Land Use Requests for Marie Curie Padstow to Rock Swim**

Marie Curie have been in contact with the Council office regarding the Padstow to Rock Swim. They have completed a land use request form however due to COVID19 pandemic they are still pulling together their risk assessment to ensure it can work in line with government guidelines.

They are seeking permission for the Padstow to Rock Swim on Saturday 7 August 2021 with the following:

- Use of the South Quay slip way (by the sea cadets unit) and associated area from 10am until 8pm.
- Use of the bandstand is for charity collection purposes only, with the erection of banners/tear flags to promote.

The swim Committee has been keeping the Council Office informed of updates on the event and have confirmed the Harbour Commissioners and RNLi at Rock (both key organisations involved) are in agreement with the event going ahead if the Committee can work in a COVID19 safe manner. The Committee say they are fully mindful of considerations and adherence to Government covid restrictions, which will take precedence at all times. Indeed, if they collectively feel there are areas of concern then the event will not proceed.

Are Council happy to give an "in-principle" consent to the event, as long as it's in line with the Government advice, at that time relating to COVID19 and their risk assessment and public liability insurance satisfy the Council H&S Advisor and Insurers?

## Executive Summary - Padstow Car Club Placement Trial

### Background:

Traditional transport strategy in the UK is typically very much urban and city-focused, often leaving out smaller communities from the greater mobility conversation. As such, Enterprise continues to explore how rural mobility and connectivity can be improved by developing schemes that are location specific and align with sustainability goals of residents on local government. Pay per trip car clubs, allow individuals and businesses to have access to a personal vehicle without being tied to ownership. By offering low carbon, flexible use vehicles with potential to integrate into wider mobility systems, car clubs are a key component for future sustainable transport solutions. In our view rural communities should have the opportunity to be part of this evolution.

**Objective:** To trial the placement of one (1) low emission Car Club vehicle in Padstow for a period 6 months in order to gauge take-up of the 'shared mobility' concept among both residents and visitors.

### The aims of which would be:

- **Promoting shared transport & encouraging active travel:** Car clubs free up road capacity for active travel, making it safer and more attractive to the wider community. Car Club members themselves after joining are likely to walk more (+16%) and cycle more (+10%) than they did prior to obtaining membership. This is because car club members have a greater propensity to opt for these active travel modes for smaller localised journeys, using a car only when really needed. Users add more walking and cycling to the blend of travel modes they use and 42% of Car Club members travel by bicycle at least once a week compared to the average in England of 14%. Car clubs along with things like bike share, ride share as well as other emerging transport modes enable mobility lifestyles which present an alternative to private car ownership.
- **Improving Air Quality:** On average our cars produce 43% less Co2 from tailpipe emissions than the average UK car and where we operate we reduce the number of private cars on the road. This has led us to working in partnership with many town, city and county councils, helping them shape their transport policy to best meet their air quality targets.
- **Reducing Congestion:** Studies show a car club car has the capacity to displace more than 10 private cars and defers 12 private car purchases. This can greatly help to ease localised congestion, mitigating the negative impact of traffic pinch-points. Communities benefit both socially and economically by the improved fluidity of travel. CarClub also provides an accessible mobility on-demand solution for **visitors and tourists**, that could help reduce the numbers of personal vehicles being driven in Padstow, campsites and the surrounding areas.
- **Improved accessibility & affordability:** Enterprise Car Club rental costs include fuel, insurance, servicing and breakdown cover. This, when combined by the fact that you can rent by the hour or day 24/7 all year round, makes vehicle hire much more affordable for so many more people. Additionally, the fact that we offer rental options to those aged between 19-24 opens this mode of transport to younger drivers who are otherwise prohibited from renting vehicles from rental branches until they are 25.

### Solution Specifics:

- Enterprise proposes placement of **one (1) shared access Car Club** vehicle in Padstow for a period 6 months.
- Residents of the Padstow would offered 1 year **free membership** (typically £60 joining fee) should they wish be part of the scheme. (As members, they would also have access to nearly 2000 similar automated vehicles across the UK, as well as discounted rental from our 450 branch network)
- Enterprise can also supply any necessary signage to the bay that would be in accordance with the councils parameters for such.
- Enterprise would ensure any necessary digital marketing campaign would be initiated to increase awareness across the community.
- Padstow Council to provide **one dedicated suitable parking space** that would be accessible to residents and visitors alike, and provide 24/7 access.
- While many schemes or trials often demand government subsidies or start-up funding, Enterprise would not require this for the purpose of this trial.

# TOMORROWS SHARED MOBILITY IS HAPPENING TODAY

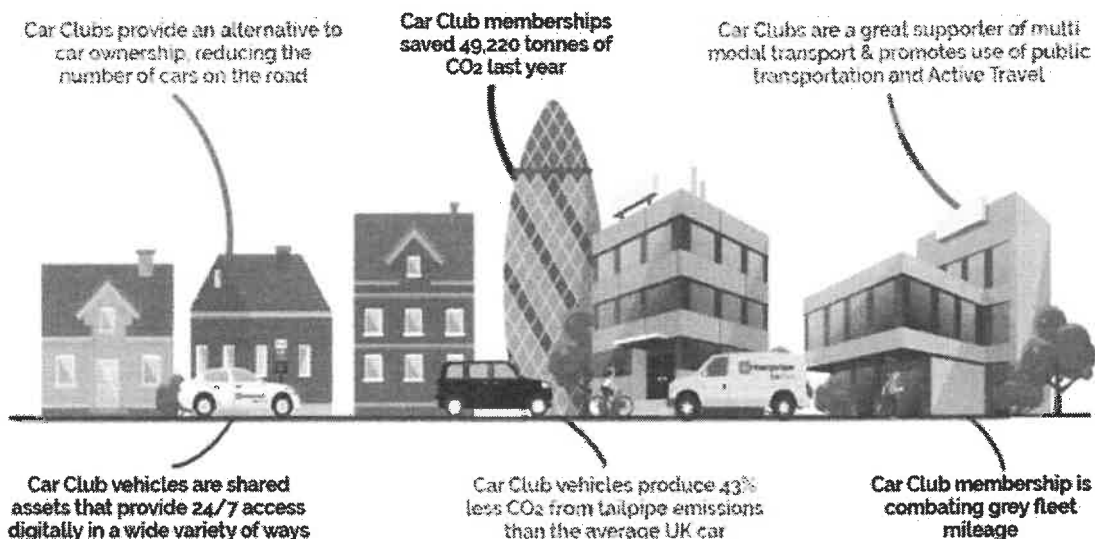
**Car Clubs are self-service vehicles that allow for 24-7 contactless access to a range of vehicles, helping travellers get to their destination both conveniently and economically. Whether travellers require the use of a vehicle for a few hours or the whole day, they can book via a mobile app, giving them more flexibility.**

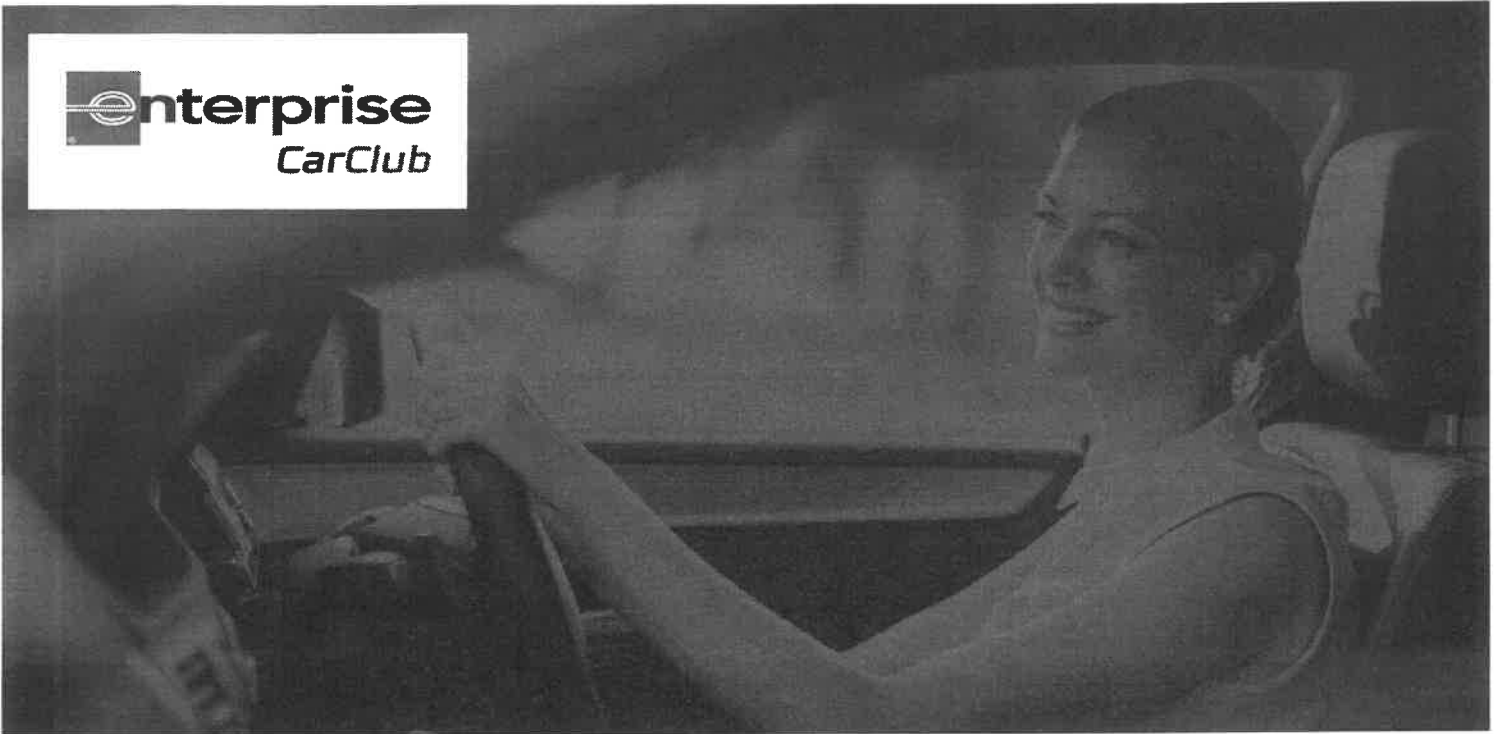
Car Club vehicles are used by the general public and situated throughout cities and towns across the UK. Members of Enterprise Car Club have access to nearly 2,000 vehicles across the UK. So if for instance they were to travel by train to another city for a meeting, they can then pick-up virtual car club on arrival.

Membership includes fuel, servicing, MOTs, breakdown cover, insurance and cleaning, meaning you only pay for a vehicle when you need it, not when you don't.



[Click here](#) to learn more about how Enterprise Car Club works and how it's helping communities all across the UK.





## How it works:



### Reserve

Head to your booking tool, discover your nearest car and then make a reservation either online, over the phone or via your free phone app. Reservations can be made in advance or right at the last minute, any time of the day or night.



### Unlock & Go

Head to the vehicle at the reserved time, hold your clever membership card over the card reader on the windscreen and the car will unlock. Alternatively, use our intuitive app - just press the 'unlock' feature and it will open the vehicle.

During the initial one time application process, members will create a unique 4 digit pin - this is used once you're in the vehicle. Simply reach in to the glove box, take out the in-car computer, enter those four digits and take the keys.



### Return

The vehicle is now yours to drive for the reserved time. Just remember to bring it back to the bay when you're done. If you find you need a little extra time you can extend the reservation from the vehicle itself, via the website, app or by calling us via the in-car handset.





## UK HEADQUARTERS

**Enterprise Holdings Inc.**  
 Vicarage Road  
 Egham, Surrey TW20 9FB  
[enterpriseholdings.com](http://enterpriseholdings.com)

For over 60 years Enterprise has been renowned for delivering class leading car and van rental. As the needs of our customers have changed, we have changed and evolved to fit with them, investing in new technology and services to make business mobility easier than ever before.

This means that whether you need a car or van for just a few hours, right through to a fleet of specialist commercial vehicles for five years or more, as your complete mobility provider there's more to Enterprise than you might think.

Enterprise Holdings offers total transportation solutions. Combined, our businesses – which include extensive car rental and carsharing services, truck rental, corporate fleet management, retail car sales and a vehicle-subscription services – accounted for \$25.9 billion in revenue and operated more than 2 million vehicles in fiscal year 2019.

Today we are the largest car rental provider in the world as measured by revenue and fleet and place it near the top of the global travel industry, exceeding all other rental car companies, many airlines, and most cruise lines, hotels, tour operators and online travel agencies.

Through our integrated global network of independent regional subsidiaries and franchises – operates the Enterprise Rent-A-Car, National Car Rental and Alamo Rent A Car brands at more than 10,000 fully staffed neighborhood and airport branch locations in 100 countries and territories throughout the world. **And in the UK we provide nearly 2000 mobility access points.**

## ANNUAL ECONOMIC IMPACT

- Enterprise Holdings' total economic impact in the UK is approximately £1.5 billion
- More than £429 million in payroll and business-related expenses
- Exceeds £1 billion in vehicle purchases in the local market
- More than £57 million in local and provincial taxes
- Over £1 million donated to local charities



**Alamo Rent A Car**  
[alamo.co.uk](http://alamo.co.uk)



**Enterprise Rent-A-Car**  
[enterprise.co.uk](http://enterprise.co.uk)



**National Car Rental**  
[nationalcar.co.uk](http://nationalcar.co.uk)

## BUSINESS LINES



**Enterprise Flex-E-Rent**  
[flexarent.co.uk](http://flexarent.co.uk)



**Enterprise Car Club**  
[enterprisecarclub.co.uk](http://enterprisecarclub.co.uk)



**Exotic Car Collection by Enterprise**  
[exoticcars.enterprise.co.uk](http://exoticcars.enterprise.co.uk)

## FAST FACTS (UK)

- Enterprise Rent-A-Car opened its first European rental office on Sept. 23, 1994, in Reading, England
- More than 470 airport and neighbourhood locations
- More than 100,000 vehicles
- More than 5,000 employees<sup>†</sup>
- Member of Minority Supplier Development (MSD UK) and WEConnect International
- Enterprise Rent-A-Car is an official partner of the UEFA Europa League

## AWARDS

- *The Times* Top 50 Employers For Women, 2020 (15<sup>th</sup> consecutive year)
- *Which?* Recommended Provider, 2020
- *RateMyPlacement's* Top 100 Undergraduate Employer, 2019
- Best Daily Car Rental Company from *BusinessCar* magazine, 2014 - Present
- Zurich's Supplier Accreditation Scheme, Gold Accreditation, 2018
- *Fleet News Awards'* Best Rental Company of the Year, 2017 - Present
- RMP Enterprise's National Undergraduate Employability Award for Best Diversity in Work Experience, 2017

Enterprise Holdings Inc. and its three brands have continually been recognised for customer service, corporate responsibility efforts, employment practices and policies, and overall leadership in the car rental industry. A comprehensive awards list is available at [enterpriseholdings.com/en/awards](http://enterpriseholdings.com/en/awards).

**Finance Report - Agenda item:** 9a

**Budget Report for the period 1.4.21 - 30.4.21**

	<b>Actual</b>	<b>Budget</b>	<b>Budget 1.4.21-31.3.22</b>
Revenue Income	96,037	70,358	620,700
Revenue Expenditure	56,660	59,452	620,700
Capital/project expenditure	0	6,417	77,000

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.

**Debtors outstanding for more than 3 months:**

None

**Creditors outstanding for more than 3 months:**

None

Bank reconciliations have been performed regularly and signed monthly as correct by the Chair of Finance or Town Clerk.

If a Councillor has any queries regarding the finances, please contact the RFO on [enquiries@padstow-tc.gov.uk](mailto:enquiries@padstow-tc.gov.uk) or call the office on 01841 532296.

*To ratify payments made:*

**ACCOUNTS OUTSTANDING**

April' b 2021

Date	Cost centre	Supplier	Details	Net	VAT	Total
21.4.21	Corporate Services	Wombles Bond Dickinson	Trevone Village Hall - s106 money received from Cornwall Council	1500	300	3177.99
1.4.21	Env - toilets	Wallgate	legal fees re land issue	1044	208.8	1800
13.4.21	Corporate Services	Hudson Accounting	maintenance contract			1252.80
19.4.21	HRT	Amos Pumps	Internal Audit			750.00
1.4.21	Corporate Services	Kestrel Guards	service pump stations	387	77.4	464.40
9.4.21	Administration	Tanist	check call service	300	60	360.00
23.4.21	Administration	Tanist	4 months FTTP & alarm line & 1 month Cloud Telephony	261.57	52.31	313.88
13.4.21	HRT	Flowbird	anti virus protection	239.48	47.9	287.38
1.4.21	Env - toilets	SW Hygiene	Pay & Display machines maintenance contract	211.8	42.36	254.16
15.4.21	Administration	Konica Minolta	sanitary and nappy bin collections 1 month	148.99	29.8	178.79
21.4.21	Corporate Services	Flowbird	photocopying	144.9	28.98	173.88
1.4.21	Corporate Services	ICCM	Smartfolio	85	17	102
19.4.21	HRT	Clear-flow	subscription			95
16.4.21	LTOS	Masons Kings	jetting blocked drain	75	15	90
			deck belt	51.38	10.28	61.66
						<u>9361.94</u>

**Direct debits:**

10.4.21	Administration	Opus Energy	electricity - PTC sites			940.00
8.4.21	Env - toilets	SeaDog IT	website support			25.00
14.4.21	LTOS	AUK Supplies	toilet rolls, centrefeed rolls, bleach, cloths, aprons etc	560.95	112.19	673.14
21.4.21	Env - toilets	AUK Supplies	polyliners	221.2	44.24	265.44
		Everflow	water - PTC sites			99.07
						<u>2002.65</u>

**Approved by 2 Councillors who are bank signatories:**

Date	Name	1	2
	Signature	1	2

Agenda item: 9b

*To ratify payments made:*

**ACCOUNTS OUTSTANDING**  
**May 'a 2021**

<u>Date</u>	<u>Cost centre</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
29.4.21	HRT	Parcsigns	overlays for car park signs	412.72	82.54	495.26
28.4.21	LTOS	Corserv Ltd	traffic management for grass cutting/verge work	400	80	480
21.4.21	LTOS	Kernow Training Ltd	strimmer, ride on & pedestrian mower training			420
28.4.21	LTOS	Padstow Petrol Station	fuel	237.13	47.43	284.56
1.5.21	Administration	Tanist Ltd	IT support	223.5	44.7	268.20
4.5.21	HRT	Flowbird Smart City UK Ltd	Pay & Display machines maintenance	211.8	42.36	254.16
1.5.21	LTOS	Total Pest Control	pest control - Rope Walk allotments	135	27	162
28.4.21	LTOS	The Cumbria Clock Company Ltd	service Padstow Church Clock	120	24	144
29.4.21	LTOS	Travis Perkins	rotovator hire and wheelbarrow	113.5	22.7	136.20
1.5.21	Administration	Churchill	legionella support checks	71.31	14.26	85.57
26.4.21	Administration	Greenham	folding table, tape & goal post anchors (reimburse staff)			65.75
16.4.21	Administration	PCC of St Petroc's Church, Padstow	PTC clothing			60.55
4.5.21	Administration	Sea Spray	Church rooms hire 2 meetings	50.46	10.09	60.55
26.4.21	Administration		window cleaner			40
						18
						<u>2914.25</u>

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

1st	Inv Prop	WPS Insurance	Commerical combined insurance policy	1882.71		1882.71
7th	Corporate	Barclays Bank	bank charges			16.00
	Corporate	Lloyds Bank	bank charges - tbc			
1st		Cornwall Council	Non Domestic Rates - PTC sites			8216.00
						<u>10114.71</u>

**Direct debits:**

29.4.21	Env - toilets	AUK Supplies	social distancing mats	45	9	54.00
30.4.21	LTOS	Biffa	bulk bin emptying 1 month	832.48	166.5	998.98
1.5.21	Administration	Sage	Sage Payroll & Pensions 1 month	40.5	8.1	48.60
						<u>1101.58</u>

**Approved by 2 Councillors who are bank signatories:**

<b>Date</b>	<b>Name</b>	<b>Signature</b>	
	1		2
	1		2

Agenda item: 9b

To ratify payments made:

**ACCOUNTS OUTSTANDING**  
**May' b 2021**

<u>Date</u>	<u>Cost centre</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
1.5.21	Corporate Services	PARK NOW Ltd	RingGo fees 1 month (partly received as income for VAT purposes)	2464.53	492.90	2957.43
5.5.21	Corporate Services	Kestrel Guards	check call service 4 weeks	300	60	360.00
11.5.21	Env - toilets	Wallgate	Walcare soap	242.64	48.53	291.17
14.5.21	LTOS	Bridge Locks	repair lock and cut duplicate keys			260.00
1.5.21	Env - toilets	SW Hygiene	sanitary & nappy bin collections 1 month	148.99	29.80	178.79
11.5.21	Administration	High Speed Training Ltd	First Aid training - office team	75.00	15	90.00
13.5.21	Env - Cemetery	Travis Perkins	landscaping bark	60	12	72.00
28.4.21	LTOS	Greenham	strimmer unit with visor, gloves	40.60	8.12	48.72
12.5.21	LTOS		watering can, drip feeders, signs - reimburse staff			20.80
						<u>4278.91</u>

**Direct debits:**

6.5.21	LTOS	Mole Valley Farmers	safety boots, waterproof trousers & coat	82.47	8.58	91.05
10.5.21		Opus Energy	electricity PTC sites			345.96
8.5.21	Administration	SeaDog IT	website hosting & maintenance			25.00
13.5.21	Env - toilets	AUK Supplies Ltd	toilet rolls, bleach, disposable gloves etc	182.57	36.51	219.08
18.5.21		Everflow Water	water - PTC sites			3842.14
						<u>4523.23</u>

**Approved by 2 Councillors who are bank signatories:**

<u>Date</u>	<u>Name</u>	<u>Signature</u>
	1	1
	2	2

Agenda item: 916

Padstow Town Council									
Railway & Lawn car park takings 2021-22									
n/c 4404						n/c 4406			
	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>Budget</u>		<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>Budget</u>
				<u>2021-22</u>					<u>2021-22</u>
Apr	41415	23	26780	15,000		11988	0	6503	5000
May	44549	692		15,000		13217	63		5000
Jun	45380	3556		25,000		13463	485		10000
Jul	57969	51165		60,000		17136	20726		20000
Aug	64687	71756		75,000		23158	27741		20000
Sep	48631	64641		50,000		14103	26140		20000
Oct	37094	50706		30,000		9496	19619		15000
Nov	5967	3732		5,000		722	934		1000
Dec	7972	4187		5,000		1445	945		1000
Jan	5616	784		5,000		611	60		1000
Feb	6173	569		5,000		11	43		1000
Mar	9993	2395		10,000		51	212		1000
	<u>375446</u>	<u>254206</u>		<u>300000</u>		<u>105401</u>	<u>96968</u>		<u>100000</u>
Railway	375446	254206		300000	Lawn	105401	96968		100000
sub totals					sub totals				
Apr 2021					Apr 2021				
<b>Apr</b>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>Budget</u>	<i>Lockdown restrictions started to ease on 12.4.21</i>				
				<u>2021-22</u>					
<b>Railway</b>	41415	23	26780	15000					
<b>Lawn</b>	11988	0	6503	5000					
<b>Total</b>	53403	23	33283	20000					
<b>Car park takings</b>									
April 2021 car park takings are £33,283 this year, which is £13,283 more than the Budget and £33,260 than the same period last year.									



**PADSTOW TOWN COUNCIL**  
**NOTIFICATION OF COUNCIL & COMMITTEE MEETINGS FOR 2021-2022**

Date	Time	Meeting
<b>2021 DATES</b>		
<b>Tues 1 June</b>	<b>7.30 pm</b>	<b>Annual Parish Meeting</b>
<b>Tues 8 June</b>	<b>7.00 pm</b>	<b>Planning Committee</b>
<b>Tues 29 June</b>	<b>7.30 pm</b>	<b>Full Council</b>
<b>Provisional dates below (if lockdown map kept to): subject to change</b>		
Tues 13 July	7.00 pm	Planning Committee
Tues 20 July	7.00 pm	Finance & General Purposes Committee <b>(GRANTS MEETING)</b>
<b>Tues 27 July</b>	<b>7.30 pm</b>	<b>Full Council</b>
Tues 10 August	7.00 pm	Planning Committee
Tues 7 September	7.00 pm	Leisure Tourism and Open Space Committee
Tues 14 September	7.00 pm	Planning Committee
Tues 21 September	6.00 pm	Staffing Committee
<b>Tues 28 September</b>	<b>7.30 pm</b>	<b>Full Council</b>
Tues 5 October	7.00 pm	Highways, Roads and Transport Committee
Tues 12 October	7.00 pm	Planning Committee
<b>Tues 26 October</b>	<b>7.30 pm</b>	<b>Full Council</b>
Tues 2 November	7.00 pm	Leisure Tourism and Open Space Committee
Tues 9 November	7.00 pm	Planning Committee
Tues 23 November	7.00 pm	Finance & General Purposes Committee (Budget)
<b>Tues 30 November</b>	<b>7.30 pm</b>	<b>Full Council</b>
Tue 7 December	6.00 pm	Staffing Committee
Tue 14 December	7.00 pm	Planning Committee
<b>2022 DATES</b>		
Tues 11 January	7.00 pm	Planning Committee
<b>Tues 25 January</b>	<b>7.30 pm</b>	<b>Full Council</b>
Tues 1 February	7.00 pm	Leisure Tourism and Open Space Committee
Tues 8 February	7.00 pm	Planning Committee
Tues 15 February	7.00 pm	Finance & General Purposes Committee
<b>Tues 22 February</b>	<b>7.30 pm</b>	<b>Full Council</b>
Tues 8 March	7.00 pm	Planning Committee
Tues 22 March	6.00 pm	Staffing Committee
<b>Tues 29 March</b>	<b>7.30 pm</b>	<b>Full Council</b>

*Meetings to be held in person at Church Rooms, Church Street, Padstow PL28 8BG, unless otherwise advertised. Extra meetings to be arranged as required. However, Emergency Scheme of Delegation may be used alongside meetings, if required.*