

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