

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



22 September 2021

TO ALL MEMBERS OF THE COUNCIL

Councillors: C Watson-Smyth (Chairman), J O'Keefe (Vice-Chairman), Mrs J Dawe, J H Fidler, A P Flide, K Freeman, R Higman, A N Rees, M Rickard, 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** in the **Church Rooms, Church Street, Padstow** on **Tuesday 28 September 2021 at 7.30 pm** for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Yours faithfully

K E Pemberton

Kathy Pemberton
Town Clerk

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

Capacity Due to COVID: In taking a cautious approach to our Council meetings during this time and following the Council's risk assessment there is a limit on the number of people who can be seated in the Church Rooms. **For this meeting, this number is 9.** If you wish to speak to an item on the agenda, it is advisable to contact the council offices in advance of the meeting.

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 July 2021** having been previously circulated and taken as read. (pg 1-4)

6. **Clerk's Report/Work Programme:** To receive an update for information only.
7. **Committees/Working Group Meetings:**
- a) To adopt the minutes and approve recommendations (if any) of the (pg 5-16)
 - i) Leisure, Tourism and Open Spaces Committee meeting (10 August 2021); and
 - ii) Staffing Committee meetings (10 August 2021 and 21 September 2021) (21.09.21 minutes to follow)
 - b) To receive minutes of the Planning Committee meetings (10 August 2021 and 14 September 2021)
8. **Enterprise Car Club:** To receive presentation from Enterprise Car Club in respect of their proposal for a low emission Car Club vehicle be placed in Padstow. (pg 17-21)
9. **Emergency Scheme of Delegation Decisions:** To note decisions made between meetings via this mechanism. (pg 22)
10. **Finance:**
- Monthly Accounts and Payments September 2021** (pg 23-36)
- a) To receive monthly finance report
 - b) To approve accounts for payment and ratify payments since the last meeting
 - c) To note car park takings
 - d) To note the clear External Auditor Report from PKF Littlejohn
 - e) Bank Reconciliations: To note their availability for inspection each month
11. **Correspondence:** (pg 37-38)
- a) To note correspondence for information
 - b) To give consideration to the following:-
 - i) **Crib Box Request:** To give consideration to request for extending timescale for outside seating and discuss and decided on way forward.
12. **Memorial Request – Padstow Cemetery:** To give consideration to request and discuss and decided on way forward. (pg 39-40)
13. **Polystyrene Surfboards:** To receive update following meeting with the Beach Guardian and discuss and decide on way forward. } to follow
14. **Gorsedh Kernow:** To give consideration to further information requested.
15. **Reports from Members/Outside Organisations:** To receive reports from meetings attended (if any) (pg 41)
16. **To Note Future Meeting Dates and to Note Date of Next Meeting:** (pg 42)
Tuesday 26 October 2021 at 7.30 pm
17. **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.

- 18. To confirm the confidential minutes** of the Full Council Meeting held on **Tuesday 27 July 2021** having been previously circulated and taken as read.
- 19. To confirm the confidential minutes of Staffing Committee meetings** (10 August 2021 and 21 September 2021)
- 20. Lease and Tenant Updates:** To receive update in this matter and discuss and decide on way forward.

PADSTOW TOWN COUNCIL

**Minutes of the Full Council Meeting of Padstow Town Council held on
Tuesday 27 July 2021 at 7.30 pm in the Church Rooms, Church
Street, Padstow**

Present: J O'Keefe (Vice-Chairman and Chairman for the meeting), Mrs J Dawe, J H Fidler, A Flide, K Freeman, R Higman, A N Rees, Mrs A E Symons and D N Vivian

In Attendance: Mrs K Pemberton (Town Clerk), Mrs N Barnes (Responsible Financial Officer), Cornwall Councillor S Rushworth and 2 members of the public (speakers under agenda item 8).

2021/52 To receive apologies for absence and announcements:
Apologies were received from Councillors C Watson-Smyth, M Rickard and Mrs T Walter.

2021/53 Declarations of interest from Members: Councillors J O'Keefe, Mrs J Dawe, J H Fidler, A Flide, K Freeman, R Higman, A N Rees, Mrs A E Symons and D N Vivian declared an interest in agenda item 9 Padstow Parish Neighbourhood Plan.

Councillor Mrs Dawe declared an interest in agenda item 11, Museum Alteration Request.

2021/54 Dispersations: 9 requests for a dispensation to participate in discussions and vote were received in respect of Agenda Item 9: Padstow Parish Neighbourhood Plan.

The Chairman read aloud considerations in respect of the dispensation requests. Council noted the reasons given for all dispensations were "without the dispensation the number of persons unable to participate in the transaction of business would be so great as to impede the transaction of business (33a)" and "the dispensation is in the interest of persons living in the authority's area (33c)".

RESOLVED to grant Councillors Mrs J Dawe, J H Fidler, A Flide, K Freeman, R Higman, J O'Keefe, A N Rees, Mrs A E Symons and D N Vivian a dispensation to participate in any discussion and vote in respect of "Consideration of the Padstow Parish Neighbourhood Development Plan" from now until May 2022 for the reasons 33a and 33c, as detailed in the dispensation form.

2021/55 Public Participation:
Cornwall Councillor's Report: CC Councillor Rushworth reported on the following:-

- Consideration of the Waste Contract has been postponed due to budgetary issues.

- Availability of Vitality Funding in respect of town schemes. This was available for revenue costs only, not capital.
- Looking at "free port" which were tax free trade zones to encourage greater economic growth in Cornwall.
- Availability of Community Chest Fund. He encouraged any local group or organisation to get in touch to apply.

Police Report: The Police report for the period 24/5/21 to 24/7/21 detailing 21 recorded crimes, being an increase of 23.5% was noted. A Councillor advised that a new PC would be starting in the parish from September 2021.

2021/56 RESOLVED that the minutes of the meeting held on **Tuesday 29 June 2021** be signed as a true record.

2021/57 Clerk's Report/Work Programme: The report was noted for information. The Town Clerk added that the Beach Guardian had been in touch suggesting to meet up with regards to the single-use surf boards. This would be arranged with the Town Clerk and Councillor who raised this matter.

2021/58 Committees/Working Group Meetings:

- RESOLVED** to adopt the minutes and approve recommendations (if any) for the meeting of the Finance and General Purposes Committee held on 20 July 2021.
- RESOLVED** to receive the minutes of the Planning Committee meeting held on 13 July 2021.

2021/59 Land to the West of Polpennic Drive, Padstow:

The Vice-Chairman welcomed Ian Baker and Richard Ayre from Baker Estates Limited to the meeting to give a presentation on their proposal for land to the west of Polpennic Drive, Padstow. Information boards were displayed at the meeting showing past development as well as proposals for the site at Padstow.

The presentation included:-

- Baker Estates was 5 years old and based in Newton Abbott.
- They currently had 8 developments on going at the moment.
- Outlined they build better quality housing than other developers and houses were bespoke to the area they are in.
- They had won a best residential property award in 2019.
- They were doing a development in Callington, with Callington Town Council pleased with what they were delivering and happy to talk with any Council on the same.
- The site at Padstow was a 5.5 acre site, outside of AONB;
- They were in early stages of development but considered their proposal was different that what was being offered to other developments in the area.
- They considered there was a shortage of bungalows and their scheme enabled people to downsize, then freeing up homes in the town for younger people. This is what was working in Callington.
- In a previous development they had offered the local community first refusal on properties before put to open market;

- Two proposals were one all bungalows and the other with a care home (75 beds). Would also provide shops/hairdressers and jobs to the local economy.
- Comments from Councillors included concerns about connectivity to the town, the walk along the main road to the town, a roundabout at a difficult junction, the price of the bungalows and if they are affordable.
- The Town Clerk asked if the need for residential care had been looked at and many people could not afford properties locally. A Baker Estates representative replied that there was a need for Care Homes in Cornwall and people can move up and down the property ladder.

2021/60

Padstow Parish Neighbourhood Plan:

i) Submission Version of the Padstow Parish Neighbourhood Plan: Members gave consideration to approving the latest version of the Padstow Parish Neighbourhood Plan for submission to Cornwall Council as the Submission Version. Members noted the confirmation from Cornwall Council (CC) that the amendments made to the Plan following CC's screening check were minor and that no further screening was required.

Members also noted that the Steering Group's (SG) proposed changes to the Trevone and Windmill Settlement Area map had not been made. This was because when checking, subsequent to the SG meeting, it was found that adopting the 100-year erosion line would involve the Trevone settlement area boundary cutting through existing buildings. It was felt that this was not appropriate and could lead to challenges from property owners. Therefore, under their delegated decision the Town Clerk and Chairman of the NDP SG agreed that the map remain unchanged.

In terms of the Padstow Settlement Area Map the matter regarding the land at Sarah's Meadow with planning permission was not straight forward and confirmation from Cornwall Council was still awaited. Therefore, members were asked to give consideration to approving the Submission Version of the Plan, subject to any potential change to Padstow Parish NP Map 9 boundary at Sarah's Meadow following their confirmation from Cornwall Council.

RESOLVED to i) approve the Submission Version of the Padstow Parish Neighbourhood Plan for submission to Cornwall Council, subject to any potential change to Padstow Parish NP Map 9 boundary at Sarah's Meadow following confirmation from Cornwall Council;

ii) approve supporting documents for submission to Cornwall Council having been circulated and taken as read; and

iii) adopt the notes and approve recommendations of the Neighbourhood Development Steering Group meeting held on 16 June 2021.

- 2021/61 Finance: Monthly Accounts and Payments July 2021**
- a) The monthly finance report was noted.
 - b) It was **RESOLVED** to ratify payments made June (c) of £9,487.29 and direct debits of £3,297.28 and to note wages paid (gross including contributions) of £23,262.90.
 - c) Carpark takings were noted.
 - d) The availability of bank reconciliations for inspection was noted.

- 2021/62 Museum Alteration Request:** Councillor Mrs Dawe left the meeting for this item.

Councillors were referred to the agenda report for their consideration. It was noted that as per the lease they would need to return it back to its original state anyway.

RESOLVED that permission be granted to the museum to fit an extraction fan in the skylight above the rear door and replacement glass panel with pre-drill aperture using a certified electrician.

Councillor Mrs Dawe returned to the meeting.

- 2021/63 Correspondence:** Correspondence for information was noted.

- 2021/64 Reports from Members/Outside Organisations:** There were no reports.

- 2021/65 Dates of Council Meetings:** Date of the next meeting, Tuesday 28 September 2021 at 7.30pm and future meeting dates were noted.

- 2021/66 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**

- 2021/67 RESOLVED** that the **confidential minutes** of the full Council meeting held on Tuesday 29 June 2021 be signed as a true record.

- 2021/68 Lease and Tenant Updates:** Members noted the updates – see confidential minutes.

Meeting closed at 8.36 pm

PADSTOW TOWN COUNCIL

**Minutes of the Leisure, Tourism and Open Space Committee meeting held on
Tuesday 10 August 2021 at the Church Rooms, Church Street,
Padstow at 6.15pm**

Present: J O'Keefe (Chairman for the meeting), A P Flide, R Higman, J O'Keefe, A N Rees, D N Vivian and Mrs T Walter

In Attendance: Mrs K Pemberton (Town Clerk), Mrs Tracey Trestain (Support Officer and Minute taker) and Councillor Mrs J Dawe

LTOS2021/09 Apologies and Announcements:

- i) Apologies were received from Councillor C Watson-Smyth
- ii) In the absence of the Chairman it was **RESOLVED** that Councillor J O'Keefe be elected Chairman for the meeting whereupon he took the Chair.
- iii) There were no announcements.

LTOS2021/10 Declarations of Interest: There were no declarations of interest.

LTOS2021/11 Public Participation: There was no public participation.

LTOS2021/12 RESOLVED that the **minutes** of the meeting held on **Tuesday 25 May 2021** be signed as a true record of the meeting.

LTOS2021/13 Consultation Responses [Proposed Multi-Use Games Area (MUGA) and Core Building Improvements:

Councillors referred to the agenda report where it was noted that there weren't many responses to the questionnaire, which had been advertised well, but it was likely the paramedic may have impacted on the interest in responding. Comment was made as to whether to run a questionnaire again, as there had been so few responses as they didn't want something to be taken forward which could be a "white elephant".

Question was raised as to whether there was still a local need for a MUGA, reference was made to a previous outside exercise area for older people which was underutilised.

Further comment was made that this has been discussed for some time and this needed to move forward, reference was made to the Parish Plan and Neighbourhood Development Plan.

Comment was made that the tennis court was in need of a "redo" where it could accommodate sports such as football and tennis but to future proof it so that a roof covering could be added at a later date. There could be problems with having a fully enclosed area, such as bookings/access etc, as well as ongoing running costs.

There was discussion on how the skate park project had been progressed as a Councillor recalled this had been a good opportunity

for young people to get involved. The Town Clerk clarified that a budget had been set and an outline proposal for companies to come back with their ideas within the budget parameters, the top two skate park plans were then shared with the community with people voting at an event hosted at the Social Club, with the one with the most votes being built.

There was discussion on an enclosed area for sports, the Town Clerk outlined that previously this Committee and Council had discussed a sport centre however, this had been considered and moved on. She clarified that the Council had agreed the Business Plan and included within major projects a MUGA for 2022/23 and outlining a budget, she couldn't recall if this was £100,000 or £200,000 [*NB: After the meeting the Town Clerk checked, and it was outlined for £200,000*]. She further outlined that Councillor Flide had been in touch with her in how to progress matters and she had confirmed that the Council's surveyor needed direction to move things forward, hence this meeting to consider the consultation responses and how to move forward. He had outlined it would take time and planning may be required, therefore the clearer Committee was then quicker progress could be made.

In response to a query, the Town Clerk clarified there was a small budget set aside, she believed £5,000 to progress pre-work for a MUGA.

RESOLVED to request Council's surveyor to outline costings and if possible, artist impressions of:

- i) MUGA on existing tennis court area with all-weather surfacing, fencing and future proofing for potential to add a roof covering at a later date and be set up for football, tennis and basketball;
- ii) As above but with the inclusion of a roof covering; and
- iii) An enclosed MUGA with walls and roof.

Committee then discussed comments relating to the Core Building. It was considered at this stage to clean and tidy the area to make it look nice and then take stock of the matter. The Town Clerk confirmed a small budget had been set aside for paint and tidy the Core Building at the moment LiveWest had emptied the building of their possessions, the office team were sorting out the contracts with the fire alarms etc, regular checks were being made and Cornwall Council were still occupying the library space. She anticipated that further conversations would take place with them on their occupation, but nothing further had been forthcoming.

RESOLVED to clean and tidy the Core Building for now and take stock of the situation and future use at a later date.

LTOS2021/14

Date of Next Meeting: Tuesday 7 September 2021 at 7.00pm was noted.

Meeting closed 6.46 pm

PADSTOW TOWN COUNCIL

Minutes of the Staffing Committee meeting held on Tuesday 10 August 2021 at the Church Rooms, Church Street, Padstow at 7.55 pm

Present: Councillors M Rickard (Chairman), A P Flide, R Higman, Mrs A E Symons and Mrs T Walter

In Attendance: Mrs K Pemberton (Town Clerk and Minute Taker)

- S2021/09** **Apologies and Announcements:** There were no apologies for absence or announcements.
- S2021/10** **Declarations of Interest:** There were no declarations of interest.
- S2021/11** **Public Participation:** There was no public participation.
- S2021/12** **Minutes 25 May 2021:** The Town Clerk apologised that the incorrect minutes had been included in the agenda pack. The 25 May 2021 minutes would be added to the agenda at the next meeting.
- S2021/13** **Date of Next Meeting:** Tuesday 21 September 2021 (6 pm)
- S2021/14** **It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**
- S2021/15** **Staff Update and Issues:** Please see confidential minutes.

Meeting closed at 8.49 pm

PADSTOW TOWN COUNCIL

Minutes of the Planning Committee meeting held on Tuesday 10 August 2021 at The Church Rooms, Church Street, Padstow at 7.00 pm

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

In Attendance: Mrs K Pemberton (Town Clerk), Mrs T Trestain (Support Officer and Minute Taker), Councillors Mrs J Dawe, A P Flide, M Rickard and 6 members of the public.

P2021/20 Apologies and Announcements: There was no apologies or announcements.

P2021/21 Declarations of Interest: Councillor K Freeman declared an interest in agenda item 5iia **PA21/05791** The Walled Garden Duke Street Padstow PL28 8AB.

P2021/22 Public Participation:
Cllr Freeman left the meeting.

6 members of the public attended the meeting in respect of agenda item 5iia **PA21/05791** The Walled Garden Duke Street Padstow.

The first speaker spoke in objection of the application, matters raised included:-

- Was a resident of St Saviours Lane.
- Had been closely involved in the development of the Padstow's Neighbourhood Development Plan for several years.
- Made reference to the importance of the protection of AONB and Local Green Space, reference made to Policy PAD7, in particular point 3 "it is not within the AONB and it does not compromise or have an unacceptable adverse impact on the quality of the environment and the special landscape character of the AONB" and No5 "it would not have an adverse impact on adjoining uses and infrastructure".
- Outlined the planning application is in AONB, Conservation area and also outside the Town boundary.
- Concern on the effects this would have on St Saviours Lane, such as noise, waste, smell and increase in traffic on a quiet residential area.

Member of public spoke in support of the application, matters raised included:

- Outlined he was the applicant and the walled garden had deteriorated and needed urgent attention.
- They wanted to protect and enhance the area so it can be shared with the community, opening up the historic green space for all to enjoy.

- Accepted that they should have communicated with the community better.
- The plan was for a sustainable small shop and café for locals and visitors.
- They had been working with Duchy College on carbon zero methods.
- The idea was for the Bothy to be open from 9am with pastries and coffees and then lunch would be light meals which would close at 6pm. Supper clubs would be twice a week for 20 people and would finish by 10pm. Maximum seating in and out was 40.
- Picking up on points raised by first speaker waste would be collected by Biffa and most food would be prepared off site and only warming up onsite.
- The location would be for people to be seated at the South End away from St Saviours lane.
- They would like opportunity to start this venture and happy to work with the planning authority and any conditions that maybe required.

Another speaker spoke in objection of the application, matters raised included:-

- Outlined that a petition had been provided to Padstow Town Council and was being submitted to Cornwall Council against the commercial catering application in the garden, 186 signatures collected mainly from Padstow but some just outside the parish.
- Concern that full alcohol license had been applied for and that the small venture, if granted would grow.
- Concern with the sewage system not being able to cope.
- Public access to the site was difficult particularly disabled access.
- Feel application of a café is misleading with the calibre of chef who would run it.

Member of the public spoke in support of the application, matters raised included:-

- Outlined that he would run the café and that they understood the unique and special space and want to work with it and not take away from the charm of the garden.
- Outlined there were also several supporters to the proposal.
- Confirmed there would be no extraction fans and it would be a simple set up, with food preparation off site and no external lighting in Bothy in evening.
- Looking at a small operation and understanding it's a hidden gem.
- For access of disabled clients, the plan would be that they book in advance and access would then be via St Saviours Lane, but main public access would be via Duke Street.
- Wanting to work within what they have, be given a chance to make a great space with the charm of the garden and welcome to suggestion and engaging in dialog.

Member of public spoke in objection to the application and raised concern about disabled access as unsure how this would work in the garden scheme with uneven levels and potential trip hazards. Thinking extra traffic generated would be a problem, including deliveries and wastage.

Member of public spoke in support of the application who was also the applicant and wasn't aware about the petition. The application was only a small unique operation which would be special and that it had been a big ecological project with expertise advice taken.

Cllr Freeman returned to the meeting.

P2021/23 RESOLVED that the **minutes** of the meeting held on **Tuesday 13 July 2021** be signed as a true record.

P2021/24 Planning

i. The following Cornwall Council planning decisions were noted:

a) **PA20/10796 Hotel Metropole Station Road Padstow PL28 8DB** – Alterations and extensions to hotel to create new spa facility, external terracing, additional bedrooms and reconfigured car parking plus addition of up to 10 new residential units on existing swimming pool site without compliance of condition 2 of decision notice PA20/06585 dated 22. **APPROVED**

b) **PA21/01516 Hilbre Dobbin Lane Trevone Padstow** – Demolition of existing old bungalow and replace with disabled adapted dwelling. **APPROVED**

c) **PA21/01592 6 The Strand Padstow PL28 8AJ** – Listed Building Consent for the replacement of existing rear extension for insulation and structural purposes. Creation of an openable window to the street elevation. **APPROVED**

d) **PA21/04115 35 Treverbyn Road Padstow PL28 8DN** – Proposed replacement dwelling with associated landscaping **APPROVED**

e) **PA21/04756 The Annexe 14 Grenville Road Padstow PL28 8EX** – Enclosed porch to the front of the property. **APPROVED**

f) **PA21/05040 Regatta 7 Broad Street Padstow Cornwall** – Advertisement Consent for 1 fascia sign **APPROVED**

g) **PA21/05561 7 Hill Street Padstow PL28 8EB** – Alteration to three dormer windows on the street façade. **APPROVED**

h) **PA21/05611 Woodlands Country House Treator Padstow Cornwall PL28 8RU** – Change of Use from Use Class C1 Bed and Breakfast to Use Class C3 Dwelling house. **APPROVED**

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

Cllr Freeman left the meeting

a) **PA21/05791 The Walled Garden Duke Street Padstow PL288AB** – Proposed use of the Walled Garden as a public, commercial garden with associated café.

NOT SUPPORTED; i) noise, ii)Area of Outstanding Natural Beauty, iii)Access, iv)Set precedent for others to do the same at St Saviours.

Cllr Freeman returned to the meeting

b) **PA21/06101 Porthmissen Farm Padstow Cornwall PL28 8HL** Alterations to Grade II Listed Building to include new windows, doors and dormer windows.

SUPPORTED

c) **PA21/06102 Porthmissen Farm Padstow Cornwall PL28 8HL** Listed Building Consent for alterations to Grade II Listed Building to include new windows, doors and dormer windows.

SUPPORTED

d) **PA21/06103 Porthmissen Farm Padstow Cornwall PL28 8HL** Conversion of redundant outbuilding to holiday let.

SUPPORTED provided in keeping with other farm buildings

e) **PA21/06104 Porthmissen Farm Padstow Cornwall PL28 8HL** Listed Planning Consent for Conversion of redundant outbuilding to holiday let.

SUPPORTED

f) **PA21/06156 20 Treverbyn Road Padstow PL28 8DW** – The proposals are for a ground floor extension to the rear of the property, and a roof space conversion to accommodate an extra bedroom with en-suite.

SUPPORTED provided no increase in roof height

g) **PA21/06338 Hill Rise Parkenhead Lane Trevone Padstow** – Removal of existing first floor addition and construction of new first floor addition including renovation of ground floor layout with associated building works and asphalt hardstanding for additional parking space.

SUPPORTED subject to provision for obscure glazing to rear of property, to overcome the overlooking issues to Poll Brock

h) **PA21/06560 7 Little Dinas Padstow PL28 8DQ** – Construction of single storey extension, conversion of existing garage to study/bedroom and alterations to existing property.

SUPPORTED

i) **PA21/06621 18 Alan Road Padstow PL28 SDS** – Construction of single storey extensions and alterations to existing dwelling.
SUPPORTED

j) **PA21/07060 Pols Piece Flats Dobbin Lane Trevone Padstow PL28 8QP** – Retrospective - Non Material Amendment in respect of decision notice No. PA14/11873 dated 05.02.2015 namely changes to the opening/fenestration detailing that have been made during construction to improve internal layout and outlook; additional cladding to improve external aesthetics and PV panels.
SUPPORTED

P2021/25 Date of Next Meeting: Tuesday 14 September 2021 at 7.00 pm was noted.

Meeting closed at 7.47pm

PADSTOW TOWN COUNCIL

Minutes of the Planning Committee meeting held on Tuesday 14 September 2021 at The Church Rooms, Church Street, Padstow at 7.00 pm

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

In Attendance: Mrs K Pemberton (Town Clerk), Mrs S Daly (Support Officer and Minute Taker), Councillor J Dawe and 2 members of the public.

P2021/26 Apologies and Announcements: Apologies were received from Councillor Mrs A Symons. There were no announcements.

P2021/27 Declarations of Interest: Councillor Mrs T Walter declared an interest in agenda item 5 ii. f) [PA21/07477](#) Yawl Cottage 3 Hill Street Padstow PL28 8EB.

P2021/28 Public Participation: 1 member of the public addressed Committee speaking in objection to agenda item 5 ii. a) [PA21/07305](#) Manleigh Dobbin Close Trevone Padstow. Comments included:

- Attending to represent the views of themselves and neighbours;
- Planning permission previously granted to develop the bungalow into 2 semi-detached properties with a flat roof to blend with area, later revised to make the properties detached. Both previous applications had made an effort to stay within the height line and context of the area and were approved;
- Following the bungalows demolition, a further application was made stating slight changes to previous application with roofline the same. Considers this is not true and application is fundamentally different in scale, height and mass with 3rd floor;
- Previous applications were accepted as property was to be sunk into ground, appearing as 1 level from the front and 2 levels from the rear. New application appears as 2 levels from the front and 3 levels from the rear and is repositioned further forward towards the road, impacting on parking and adding to the height of the property due to the slope;
- Consider the application is contrary to policy 12 of the Cornwall Local Plan;
- Consider the property design significantly alters the street scene being 8'10" higher than the previous proposal and 8'2" higher than the neighbouring property, making it excessively high;
- The character of the design should be traditional and harmonise with surroundings but proposal is overbearing and would be clad in materials not used elsewhere;
- 11 residents have opposed the application;
- Concern that there will be overshadowing and loss of light impacting neighbours;

- Concern that the additional floor will lead to increased noise pollution caused by potentially 8 people in each property at high level;
- The previous application used thoughtful design to blend and be in keeping with the surrounding area. The new proposal contains significant changes, is overbearing, dominant in size and does not comply with many planning regulations.

P2021/29 RESOLVED that the **minutes** of the meeting held on **Tuesday 10 August 2021** be signed as a true record.

P2021/30 Planning

i. The following Cornwall Council planning decisions were noted:

a) **PA21/05302 101 Sarahs View Padstow PL28 8LU** – Proposed extension to dwelling and associated works. **APPROVED**

b) **PA21/05876 1 to 7 Coastguard Houses Hawkers Cove Padstow Cornwall PL28 8HW** – Replacement of slate roof coverings currently beyond repair and flat roof coverings, dormer cheeks, removal of chimneys. Removal and replacement of windows and doors with like for like. Installation of external wall insulation to whole exterior where practical and upgrades to heating systems with air source heat pump units in gardens. **APPROVED**

c) **PA21/06560 7 Little Dinas Padstow PL28 8DQ** – Construction of single storey extension, conversion of existing garage to study/bedroom and alterations to existing property. **APPROVED**

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

a) **PA21/07305 Manleigh Dobbin Close Trevone Padstow** – Construction of 2 dwellings (amendment to permission PA20/03572) which was an amendment to permission PA15/04415. **NOT SUPPORTED i) overdevelopment of site, what was a modest little bungalow with an attractive garden being turned into 2 x 4 bedroom properties with very little garden; ii) parking for 4 cars seems not to be enough for 2 x 4 bedroom properties; iii) out of keeping with surrounding properties; iv) the height of the proposed properties is of concern especially the rooftop area which will cause a noise issue and neighbouring properties will lose privacy, and v) access to the area is only a made up road and not that wide so increased transport will cause obstructions for refuse lorry and any other delivery vehicles/emergency vehicles.**

b) **PA21/05831 Padstow Touring Park Padstow PL28 8LE** – Retrospective application for the change of use of an area of land to site a kitchen shipping container, a storage container and a Tipi together with customer seating, ancillary to the caravan site. **SUPPORTED provided landscaped and shielded from view.**

- c) [PA21/07046](#) Fairhaven Dobbin Close Trevone Padstow – Proposed extensions
NOT SUPPORTED i) overdevelopment of plot as nearly going from boundary to boundary; ii) concerns of joining another garage on becoming a basis for a single story self-contained annexe; iii) totally out of character with neighbouring properties; and iv) every amended plan comes with the property getting bigger and bigger
- d) [PA21/07274](#) Land North West of Kingsley House Trevone Road Trevone Padstow – Outline application for the demolition of existing garage/store accommodation and the construction of a single dwelling house and garage including access (all other matters reserved)
NOT SUPPORTED i) access to the proposed site is across a very narrow track which will not be wide enough for any delivery of materials and vehicles that will need to be used to clear the site without causing significant damage either to the old Cornish stonewall on one side or neighbouring gardens/outbuildings on the other side; ii) there is no actual plan of exactly what is going to be built there; iii) it is within the AONB; iv) it is outside the building line; and v) there is restricted access to the lane.
- e) [PA21/07307](#) 2-4 Duke Street Padstow PL28 8AB – Listed Building Consent (retrospective) for the mounting of aircon condenser units to gable wall of property below parapet wall level.
SUPPORTED as will not be visible from street level or interfere with surrounding area, noise levels shouldn't be a problem as non residential property adjoining. As long as it complies with the Listed Buildings and Conservation Areas Act 1990 and provided Conservation Officer is satisfied.

Councillor Mrs T Walter left the meeting.

- f) [PA21/07477](#) Yawl Cottage 3 Hill Street Padstow PL28 8EB – Construction of a summerhouse.
NOT SUPPORTED i) size is overbearing; ii) concern with noise issue; iii) concern regarding the height compared to surrounding boundary walls; and iv) concern that roof colour is not in keeping with area.

Councillor Mrs T Walter returned to the meeting.

- g) [PA21/07531](#) 5 Sarahs View Padstow PL28 8DU – Construction of porch and alterations to dwelling including insertion of a roof dormer.
SUPPORTED (revised plans) provided neighbour is satisfied with porch.
- h) [PA21/07789](#) 2 Caswarth Terrace Padstow PL28 8EE – Demolition of wooden shed and construction of garage and

workshop/office (re-submission of previously approved application PA18/03847)

SUPPORTED

i) **PA21/08001 5 Alan Road Padstow Cornwall PL28 8DS** – Solid panel extension to the rear of the property.

SUPPORTED

j) **PA21/08563 25 Treverbyn Road Padstow PL28 8DN** – Extension to dwelling and associated works.

SUPPORTED but have concern with vehicle access to rear and cliff stability.

P2021/31 Consultation: Cornwall AONB Management Plan Review:

Members gave consideration to responding to the consultation regarding the Cornwall AONB Management Plan Review. It was noted that Members had not yet had time to review the consultation and that the deadline was 8 October 2021.

It was felt members required more time to read and review the consultation and it was proposed they email their comments to the office by 5 October to be collated as a response.

RESOLVED that following their consideration of the consultation survey on the Cornwall AONB Management Plan Review, members wishing to comment to submit the same to the office by Tuesday 5 October 2021 for the Town Clerk in consultation with the Chairman to provide a response to the survey.

P2021/32 Date of Next Meeting: Tuesday 12 October 2021 at 7.00 pm was noted.

Meeting closed at 7.45 pm

PADSTOW TOWN COUNCIL: 28 SEPTEMBER 2021

AGENDA ITEM 8: Enterprise Car Club: At the request of Council Enterprise Car Club have been invited to present their proposal as advised that they understand that no decision will be made at this meeting, but it is so that Councillors can find out further details of the scheme, its requirements and implications.

At May's Full Council meeting the Council received appendix 1 which detailed the information in this regard on the proposal. At that time Councillors raised some questions and decided to invite Enterprise to a future meeting, this was delayed due to COVID19 and schedules.

The scheme is requesting a parking space for a trial placement for one low emission Car Club vehicle in Padstow for a period 6 months, in order to gauge take-up.

We have advised Enterprise of some the questions which came from the May's meeting as below:

- What would the security arrangements be, would they involve CCTV;
- If a space were to be allocated, what potential problems have Enterprise experienced elsewhere;
- Does the vehicle have low emissions, does it require a charging point;
- What information do Enterprise have about the potential number of Padstow residents who may use the service.

2 or 3 members from Enterprise will be attending the meeting and have been advised of meeting in a COVID safe way. Council are asked to hear the presentation and raise any questions. A further report will come back to the next meeting for due consideration.

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

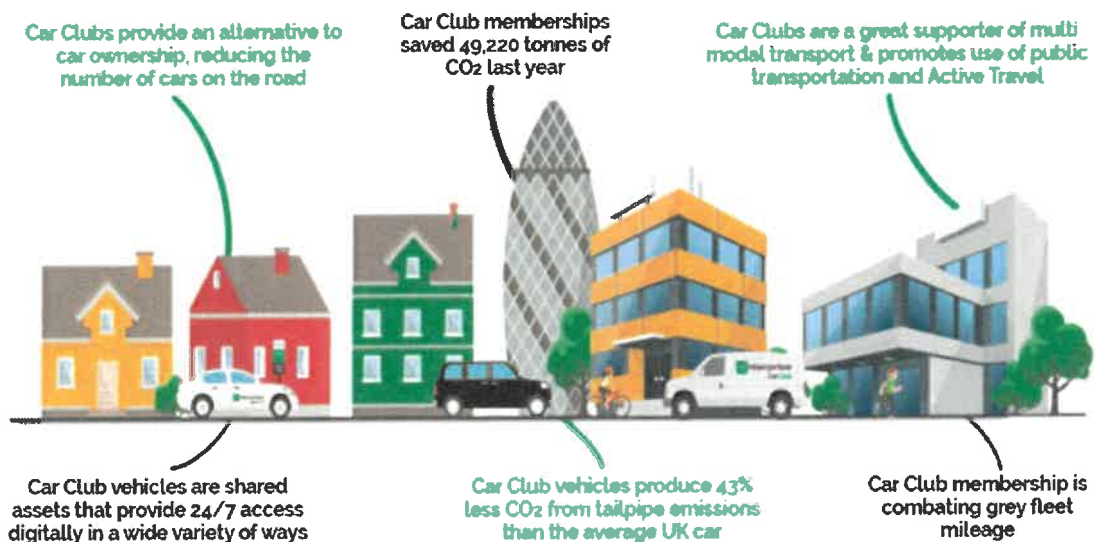
Car Clubs are self-service vehicles that allow for 24-7 contactless access to a range of vehicles, helping travellers get to their destination both conveniently and economically. Whether travellers require the use of a vehicle for a few hours or the whole day, they can book via a mobile app, giving them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

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



Enterprise Rent-A-Car
enterprise.co.uk



National Car Rental
nationalcar.co.uk

BUSINESS LINES



Enterprise Flex-E-Rent
flexerent.co.uk



Enterprise Car Club
enterprisecarclub.co.uk



Exotic Car Collection by Enterprise
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⁺
- 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 (15th 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.

PADSTOW TOWN COUNCIL: 28 SEPTEMBER 2021

AGENDA ITEM 9: EMERGENCY SCHEME OF DELEGATION DECISIONS

To note and ratify decisions made via the Emergency Scheme of Delegation (ESD) as detailed below in ESD Register, these are decision since last time ratified. Please note this is not to re-discuss or re-consider.

EMERGENCY SCHEME OF DELEGATION – DECISIONS REGISTER					
Date of Decision	Ref. No	Decision Taken By	Financial Value	S137 [Yes or No]	Details
22.09.2021	Sept 21: 01	Clerk via Emergency Scheme	£10,350 + VAT	N/A	To trade in the two existing ride-on mowers with Masons Kings for a John Deere X498 and a John Deere X590 for a net cost of £10,350 plus VAT

Full Council 28.9.21- Agenda item 10.
Finance Report

- a) to receive the monthly Finance Report.
- b) to approve accounts for payment and ratify payments made since the last meeting.
- c) to note the car park takings.
- d) to note the clear External Auditor Report from PKF Littlejohn. The Annual Governance and Accountability Return (AGAR) External Audit Report was emailed to Councillors on 1.9.21 and is included with the Agenda reports.
- e) Bank reconciliations - to note their availability for inspection each month.

Finance Report - Agenda item: 10a

Budget Report for the period 1.4.21 - 31.8.21

	Actual	Budget	Budget 1.4.21-31.3.22
Revenue Income	590,683	360,392	620,700
Revenue Expenditure	285,388	287,225	620,700
Capital/project expenditure	16,981	32,083	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:

One of £250, a letter has been sent requesting payment.

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 or call the office on 01841 532296.

To ratify payments made:

ACCOUNTS OUTSTANDING
July ' a 2021

<u>Date</u>	<u>Cost centre</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
2.7.21	HRT	G4S	car park machine cash collections	1536.05	307.26	1843.26
7.7.21	LTO5	The Quay Garage Padstow	WK15 OBF replace seat & window	1209.45	241.89	1451.34
14.7.21	Democratic Core	CALC	Code of Conduct, Good Councillor & Chairmanship training	1050	210	1260
13.7.21	LTO5	Masons Kings	Gator door (paid by insurance)	1022.27	204.45	1226.72
14.7.21	HRT	Flowbird Smart City	car park machine maintenance and new plates Lawn 4 & 5	922.38	184.47	1106.85
21.7.21	LTO5		Padstow Christmas Lights - anchor points annually (Council 26.3.19)			1000
19.7.21	LTO5	Derrys Garage	WL18 ENX Peugeot van MOT & service, WK15 OBF service & MOT	550.72	86.71	637.43
1.7.21	Env - toilets	SW Hygiene	sanitary & nappy bin servicing	148.99	29.80	178.79
12.7.21	LTO5	Brunel Engraving	base nameplate, stake etc (client paid)	45.67	9.13	54.80
19.7.21	Administration	Bridge Locks	rekey 2 window locks			45
5.7.21	LTO5	SW Water	Core Building water (estimated)			41.69
12.7.21	Administration	High Speed training	Workplace First Aid	25	5.00	30
5.7.21	LTO5	WPS Hallam	Gator demo insurance			28.00
16.7.21	Administration	Seaspray	staff sight test (Health & Safety Executive for display screen equipment)			25
19.7.21	Administration		window cleaning			18
12.7.21	Administration		manual handling training (reimburse staff)			14.40
						<u>8961.28</u>

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

1st 7th	Inv Prop Corporate	WPS Insurance	Commerical combined insurance policy	1882.71		
	Corporate	Barclays Bank	bank charges	18.50		
		Lloyds Bank	bank charges - tbc			
1st		Cornwall Council	Non Domestic Rates - PTC sites	8261.00		
				<u>10162.21</u>		
			gross pay, NIC ER's and LGPS ER's			21879.25

Direct debits:

8.7.21	Env - toilets	AUK Supplies Ltd	toilet rolls, mop heads	174.45	34.89	209.34
1.7.21	Corporate Services	PARK NOW Ltd	RingGo fees 1 month (partly received back)	7110.91	1422.18	8533.09
15.7.21		Opus Energy	electricity PTC sites			532.34
19.7.21		Everflow Water	water PTC sites			2736.77
15.7.21	Env - toilets	AUK Supplies Ltd	toilet rolls, hand sanitiser, cloths, black sacks, virucidal cleaner	398.23	79.65	477.88
						<u>12489.42</u>

Approved by 2 Councillors who are bank signatories:

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

To ratify payments made:

ACCOUNTS OUTSTANDING
July ' b 2021

<u>Date</u>	<u>Cost centre</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
						£
26.7.21	LTOS	Kernow Metals	fabricate, galvanise & powder coat goalpost brackets	319.98	64	396
27.7.21	LTOS	Padstow Petrol Station	fuel	119.43	23.89	383.98
27.7.21	Administration	Complete Business Solutions	stationery	94.93	18.98	143.32
21.7.21	Administration	Complete Business Solutions	stationery	85	17	113.91
22.7.21	HRT	Flowbird	Smartfolio airtime & email alerts	75	15	102
27.7.21	Administration	Britannia Lanes	shredding bags	31.9	6.38	90
19.7.21	LTOS	Greenham	safety glasses, gloves etc			38.28
26.7.21			staff sight test (Health & Safety Executive for display screen equipment)	30	6	37.5
23.7.21	Corporate Services	Kestrel Guards	call out alarm - low battery			36.00
						<u>1340.99</u>
22.7.21	Env - toilets	AUK Supplies Ltd	toilet rolls & disposable gloves	199.39	39.86	239.19
22.7.21	LTOS	Mole Valley Farmers	annual membership	8.33	1.67	10.00
						<u>249.19</u>
26.7.21			Trevone War Memorial Village Hall			8000.00
"			Padstow Christmas Lights			6000.00
"			Padstow Sea Cadets			2450.00
"			Padstow & District Community Transport			2200.00
"			Padstow United Youth & Girls FC			1500.00
"			Citizens Advice Cornwall			500.00
"			The Royal British Legion			300.00
"			Circling Camel Estuary			50.00
						<u>21000.00</u>

Grants (FGP awarded 20.7.21):

26.7.21	1	
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Approved by 2 Councillors who are bank signatories:

Date	Name	Signature	
			2
			2

To ratify payments made:

ACCOUNTS OUTSTANDING
August ' a 2021

<u>Date</u>	<u>Cost centre</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
						£
27.7.21	Capital/projects	Nova Surveyors	toilets refurbishment contract administrator	1260	252	1512.00
2.8.21	Central Services		Grant - Nadelik Lowen Padstow			1500.00
2.8.21	HRT	G4S	cash collections 1 month	784.54	156.91	941.45
28.7.21	Corporate Services	Kestrel Guards	check call service 1 month	300	60	360.00
1.8.21	Administration	Tanist	IT support services	223.5	44.7	268.20
2.8.21	HRT	Flowbird	car park machines maintenance contract	211.8	42.36	254.16
29.7.21	LTOS	Kernow Training	strimmer & brushcutter training			180.00
1.8.21	Env - toilets	South West Hygiene	sanitary & nappy bin disposals	148.99	29.8	178.79
1.8.21	LTOS	Total Pest Control	pest control Rope Walk allotments	135	27	162.00
23.7.21	LTOS	Greenham	PTC clothing & strimmer unit & visor	84.21	16.84	101.05
1.8.21	Env - toilets	Churchill	legionella control support	71.31	14.26	85.57
30.6.21	Administration	St Petroc's Church rooms	Church room hire for Council meetings			60.00
2.8.21	Env - toilets	WT Lynn Ltd	Railway toilet door keys	34.5	6.9	41.40
5.8.21			safety helmet & glasses (reimburse staff)			28.49
						<u>5673.11</u>

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

1st	Inv Prop	WPS Insurance	Commerical combined insurance policy	1882.71		
7th	Corporate	Barclays Bank	bank charges			18.50
	Corporate	Lloyds Bank	bank charges - tbc			
1st		Cornwall Council	Non Domestic Rates - PTC sites			8261.00
						<u>10162.21</u>
			gross pay, NIC ER's and LGPS ER's			23040.99

To note wages paid:
August 2021'

<u>Direct debits:</u>						
2.8.21	Env - toilets	AUK Supplies Ltd	toilet rolls, odour neutraliser	193.28	38.66	231.94
1.8.21	Administration	SeaDog IT	website support			110.00
31.7.21	LTOS	Sage UK	Sage 50 Payroll Pensions	40.5	8.1	48.60
5.8.21	LTOS	Biffa	bulk waste bin emptying - July	1684.32	336.86	2021.18
1.8.21	Corporate Services	Mole Valley Farmers	strimmer line, hammer, pliers, screwdriver set, PTC clothing etc	174.08	34.82	208.90
1.8.21	Env - toilets	PARK NOW Ltd	RingGo fees 1 month (partly received back)	7863.12	1572.62	9435.74
5.8.21	Env - toilets	AUK Supplies Ltd	toilet rolls, sink & drain clear & keys	197.72	39.54	237.26
						<u>12293.62</u>

Approved by 2 Councillors who are bank signatories:

Date	Name	1	2
	Signature	1	2

To ratify payments made:

ACCOUNTS OUTSTANDING
August ' b 2021

<u>Date</u>	<u>Cost centre</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
3.8.21	Env toilets & admin	Viking	tork soap and stamps	489.94	32.59	522.53
11.8.21	HRT	Clear-flow	jet pump station & waste disposal (recharged to tenant)	136.63	27.32	163.95
						<u>686.48</u>
<u>Direct debits:</u>						
12.8.21	Env - toilets	AUK Supplies	bleach, disposable gloves & toilet rolls	168.03	33.6	201.63
10.8.21		Opus Energy	PTC sites - electricity	472.44	67.41	539.85
						<u>741.48</u>

Approved by 2 Councillors who are bank signatories:

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

To ratify payments made:

ACCOUNTS OUTSTANDING
August 'c 2021

<u>Date</u>	<u>Cost centre</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
6.8.21	Capital/projects	SW Building & Maintenance Ltd	Toilets refurbishment Valuation 7	13164.19	2632.84	15797.03
17.8.21	Administration	Tanist	FTTP internet and PSTN (alarm) 6 months	267.5	53.5	321
17.8.21	Env - toilets	Wallgate	Walcare soap	184.56	36.91	221.47
17.8.21	Administration	Tanist	Cloud telephony service charges and calls 2 months	94.1	18.82	112.92
4.8.21	Env - toilets	British Gas	Cory toilets - electricity	90.64	4.53	95.17
16.8.21	Administration	The National Allotment Society	annual subscription	55	11	66.00
16.8.21	Administration	Sea Spray	window cleaner			18.00
						<u>16631.59</u>

£

Direct debits:

8.8.21	Administration	SeaDog IT	website support			25
18.8.21		Everflow	water PTC sites			2809.35
						<u>2834.35</u>

Approved by 2 Councillors who are bank signatories:

<u>Date</u>	<u>Name</u>	<u>Signature</u>
		1
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To ratify payments made:

**ACCOUNTS OUTSTANDING
September 'a 2021**

<u>Date</u>	<u>Cost centre</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
26.7.21	Capital/projects	Zenith Doors	Railway disabled toilet door (insurance reimbursed PTC)	2895	579	3474
1.9.21	Capital/projects	P Weston	NDP consultant			2000.00
1.9.21	Corporate Services	PKF Littlejohn LLP	External Audit for year ended 31.3.21	1600	320	1920.00
1.9.21	LTOS	Padstow Petrol Station	fuel	422.41	84.49	506.90
1.9.21	Central Services		Grant - Carers' Club			400.00
2.8.21	Corporate Services	Kestrel Guards	check call service	300	60	360.00
1.9.21	Administration	Tanist Ltd	IT support	223.5	44.7	268.20
1.9.21	LTOS	Savills	Spritty meadow rent 1 year			175.00
25.8.21	HRT	Flowbird	Smartfollo & email alerts	85	17	102.00
27.8.21	LTOS	Corserv	traffic management - staff member	80	16	96.00
31.8.21	LTOS	Appleton Signs	stainless steel plaque (paid by person requesting plaque)	63	12.6	75.60
20.8.21	LTOS	Masons Kings	v belt	51.38	10.28	61.66
26.8.21	Administration	St Petroc's Church	Church rooms hire - Council meeting			20.00
						<u>9459.36</u>

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

1st	Inv Prop	WPS Insurance	Commerical combined insurance policy	1882.71		
7th	Corporate	Barclays Bank	bank charges			18.50
	Corporate	Lloyds Bank	bank charges - tbc			
1st		Cornwall Council	Non Domestic Rates - PTC sites			8261.00
						<u>10162.21</u>
			gross pay, NIC ER's and LGPS ER's			<u>22497.98</u>

To note wages to be paid at the end of the month:
September 2021'

<u>Direct debits:</u>						
31.8.21	Env - toilets	AUK Supplies Ltd	toilet rolls, polyliners, hand sanitiser, cloths, gloves, cleaner etc	1109.67	221.92	1331.59
1.9.21	Administration	Sage UK	Sage Payroll and Pensions module	40.5	8.1	48.60
31.8.21	LTOS	Biffa	August bulk bin emptying	1974.72	394.94	2369.66
						<u>3749.85</u>

Approved by 2 Councillors who are bank signatories:

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

To ratify payments made:

ACCOUNTS OUTSTANDING
September 'b 2021

<u>Date</u>	<u>Cost centre</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
1.9.21						£
8.9.21	Env - Cemetery	Duchy Cemetery's Ltd	Grant - Padstow Parochial Church Council			500
7.9.21	HRT	Clear-flow	excavate grave			443
7.9.21	LTOS	Masons Kings	jet vac pump station & remove fat	302.39	60.48	362.87
8.9.21	LTOS	DVLA/PO	Stihl hedgetrimmer	244.58	48.92	293.50
1.9.21	LTOS	Total Pest Control	WL18 ENX Peugeot van vehicle tax	189.17	37.83	227
27.8.21	HRT	Flowbird	pest control visit Stile visit and treat wasp activity Plantation	185.81	37.16	222.97
9.9.21	Env -toilets	Wallgate	call out re car park machine	184.56	36.91	221.47
1.9.21	Env -toilets	SW Hygiene	Walcare soap	148.99	29.8	178.79
8.9.21	LTOS	DVLA/PO	sanitary & nappy unit service			170
7.9.21	Env -toilets	Bridge Locks	WA17 GVO Gator vehicle tax			100
8.9.21	LTOS	Travis Perkins	repair locks Railway toilets	76.42	15.29	91.71
1.9.21	Administration	Churchill Group	building sand, silicone, WD40, graffiti remover	71.31	14.26	85.57
31.8.21	Administration	Complete Business Solutions	legionella control support package	29.3	5.86	35.16
13.9.21	Administration	Sea Spray	stationery			18
29.8.21	LTOS		window cleaner			17.33
			padlock, hooks, key tags (reimburse staff)			
						<u>3242.37</u>

Direct debits:

1.9.21	Corporate services	PARK NOW	RingGo fees 1 month	5076.26	1015.25	6091.51
10.9.21		Opus Energy	electricity - PTC sites			560.88
8.9.21	Administration	SeaDog IT	website hosting and maintenance			25.00
						<u>6677.39</u>

Approved by 2 Councillors who are bank signatories:

Date	Name	Signature
	1	2
	1	2

Padstow Town Council									
Railway & Lawn car park takings 2021-22									
n/c 4404						n/c 4406			
	2019-20	2020-21	2021-22	<i>Budget</i>		2019-20	2020-21	2021-22	<i>Budget</i>
				<i>2021-22</i>					<i>2021-22</i>
Apr	41415	23	26780	15,000		11988	0	6503	5000
May	44549	692	54029	15,000		13217	63	19405	5000
Jun	45380	3556	70341	25,000		13463	485	30490	10000
Jul	57969	51165	76531	60,000		17136	20726	32816	20000
Aug	64687	71756	86647	75,000		23158	27741	35878	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
	375446	254206	314328	300000		105401	96968	125092	100000
Railway	254000	127192	314328	190000		Lawn	78962	49015	125092
sub totals						sub totals			
Apr-Aug 2021						Apr-Aug 2021			
Apr-Aug	2019-20	2020-21	2021-22	Budget		Covid pandemic			
				<i>2021-22</i>		<i>Lockdown restrictions started to ease on 12.4.21,</i>			
Railway	254000	127192	314328	190000		<i>with further lifting of restrictions on 17.5.21 and</i>			
Lawn	78962	49015	125092	60000		<i>19.7.21.</i>			
Total	332962	176207	439420	250000					
Car park takings									
<p>April - August 2021 car park takings are £439,420 this year, which is £189,420 more than the Budget, £263,213 more than the same period last year and £106,458 more than 2019-20. The tariffs were increased on 1.3.21 and are working well. The Lawn car park has some extra spaces following the refurbishment.</p>									

Padstow Town Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2021

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

<p>1. The audit of accounts for Padstow Town Council for the year ended 31 March 2021 has been completed and the accounts have been published.</p> <p>2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Padstow Town Council on application to:</p> <p>(a) <u>Nikki Barnes RFO</u> <u>Station House</u> <u>Station Road</u> <u>Padstow PL28 8DA</u></p> <p>(b) <u>10am - 1pm Monday - Thursday</u></p> <p>3. Copies will be provided to any person on payment of £____ (c) for each copy of the Annual Governance & Accountability Return.</p> <p>Announcement made by: (d) <u>Nikki Barnes RFO</u></p> <p>Date of announcement: (e) <u>6.9.21</u></p>	<p>Notes</p> <p>This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.</p> <p>(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR</p> <p>(b) Insert the hours during which inspection rights may be exercised</p> <p>(c) Insert a reasonable sum for copying costs</p> <p>(d) Insert the name and position of person placing the notice</p> <p>(e) Insert the date of placing of the notice</p>
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Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

Padstow Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed		Yes means that this authority:	
	Yes	No		
1. We have put in place arrangements for effective financial management during the year; and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>	
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>	
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>	
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>	
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>	
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>	
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>	
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>	
9. (For local councils only) Trust funds including charitable, in our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>
			✓	

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

27/04/21

and recorded as minute reference:

2020/188

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Clerk

www.padstow-tc.gov.uk

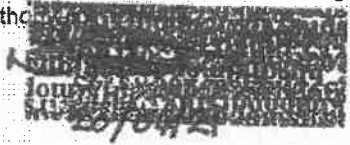
Section 2 – Accounting Statements 2020/21 for

Padstow Town Council

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	809,806	637,710	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	0	0	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	845,360	934,962	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	321,956	254,146	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	695,500	485,438	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	637,710	833,088	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	604,490	840,201	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	6,442,639	6,633,675	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
		✓	

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority



Date

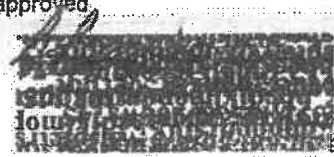
I confirm that these Accounting Statements were approved by this authority on this date:

27/04/21

as recorded in minute reference:

2020/189

Signed by Chairman of the meeting where the Accounting Statements were approved



Section 3 – External Auditor Report and Certificate 2020/21

In respect of **PADSTOW PARISH COUNCIL – CO0099**

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2020/21

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None.

3 External auditor certificate 2020/21

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2021.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

31/08/2021

Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN02. The AGN is available from the NAO website (www.nao.org.uk)

AGENDA ITEM11a: CORRESPONDENCE**Councillors Correspondence for Information – September 2021**

Item	From	Referring To	Notes
a	Padstow Christmas Lights Committee	Awarded grant thank you	
b	Citizens Advice Cornwall	Awarded grant thank you	
c	Carer's Club	Awarded grant thank you	
d	Trevone War Memorial Village Hall	Awarded grant thank you	
e	Marie Curie	Thank you from Marie Curie for support with the Padstow to Rock Swim.	
f	AONB Survey	Draft Cornwall AONB Management Plan 2022-2027	Online survey available for Stakeholder and Public Consultation until Friday 8th October 2021. Septembers Planning Committee looking at response.
g	CC	Town and Parish Newsletter	
h	Bodmin/Wadebridge Police	August Newsletter	
i	Padstow to Rock Swim Committee	Passing on their thanks for the Padstow to Rock swim.	2022 dates yet to be confirmed.
j	Street works Cornwall Council	Road Closure notice for Trevone Road Padstow 8 Oct 2021	Information posted on Council website.
k	Padstow & District Community Minibus	No volunteers have come forward to take over the operation, therefore service will close on the 31st December 2021	
l	Street works Cornwall Council	Road Closure notice for High Street Padsotw 29 Sept – 1 Oct 2021	Information posted on Council website.
m	Bodmin/Wadebridge Police	September newsletter	
n	Street works Cornwall Council	Road Closure notice Duke Street, Padstow 4-7 Oct 2021	Information posted on Council website.
o	Chairman of Bodmin Town Council Planning Committee	Asking for comments/ view on the planning reform	Sent Bodmin TC the response we sent to the white paper 'Planning for the future'
p	Cornwall Community Flood Forum	Invitation to free annual Cornwall Community Flood Forum conference. Friday 5th November at 09:15 – 15:45	Attendance can be in person Heartlands near Redruth or online via Zoom. If any Councillor is interested we can send on the details.
q	Padstow & District Community Minibus	Summary of meeting 02.09.21 about the minibus.	Trying to see if a community group can be organised and also trying to get completed driver application forms.
r	Inclusion Matters Cornwall Council	A partnership project between Age UK Cornwall, Disability Cornwall, Inclusion Cornwall, Digital Inclusion and Cornwall Rural Community Charity.	Information shared on Council's website and social media

PADSTOW TOWN COUNCIL: 28 SEPTEMBER 2021

AGENDA ITEM 11b): CRIB BOX REQUEST

The tenant of the Crib Box is requesting an extension to the end of December 2021 for the outside seating arrangement. If Council are minded to do the same it should be on the same principles namely:-

- i) the outside seating area does not hamper access on the walkway from the car park across the platform and is in the same position as last year.
- ii) That the posts of the retractable cover stay in place for the duration of the temporary period allowed. After which when the structure is removed the holes left in the ground are made good to the satisfaction of the Council.
- iii) that permission is only being granted due to COVID19 and is therefore for a limited time but extended to end of December 2021 at no cost.
- iv) The insurance and risk assessments are still in place, as per the satisfaction of our insurers and H&S advisors seen previously.
- v) the tenant ensures it be clear of litter and the Council reserve the right to remove this permission if there are any concerns that cannot be addressed by the tenant to the satisfaction of the Council.

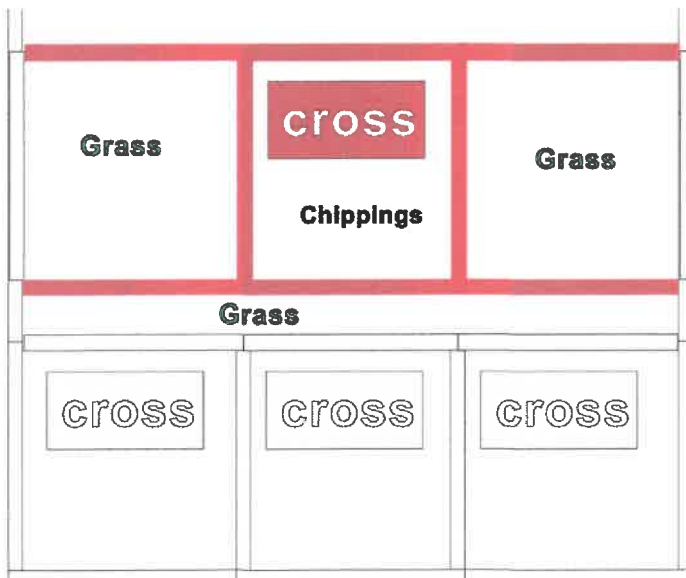
Council views are welcomed. The tenant had previously requested the arrangement be in place until end of October 2021.

AGENDA ITEM 12: MEMORIAL REQUEST: PADSTOW CEMETERY:

Below is a photograph of 15 graves purchased in 1955 in the original part of the cemetery for the purpose of providing a family plot. The kerbing around the boundary of the 15 graves was installed in 1957 at the same time as the first cross. It is unclear from records whether the inner kerbs, demarcating the individual graves in the front row, were added at this time or in the 1980s with the addition of the second cross.



In 2016 and 2018 respectively, interments took place in grave space K99, being the grassed area immediately behind the middle cross in the first row (row J). Council has now received a request via the Stonemason for permission to place a memorial cross on K99 in the same style and size as the 3 existing crosses. The family would at the same time like to install inner kerbs to demarcate the 3 graves in row K, again in the same style and size as the existing inner kerbs of the first row, row J. The stonemason has provided a simple plan below to show where the new works will be placed.



Grey = existing kerb Red = new kerb/cross

Council is asked to consider this application due to the height of the cross and kerbing being outside of the requirements set out in Padstow Town Council cemetery regulation 38 which states:

The maximum dimensions for monuments... are as follows:

Monumental headstones: A width of 2ft 6" and a height of 3ft.....

.....Kerb memorials: For graves with interments prior to 1974, permission may be granted to replace existing "like for like" kerb memorials. New kerb memorials are not permitted anywhere in the cemetery.

Any size over these maximums to be considered by the Council.

In considering this request, Council may wish to note that it has previously approved similar requests to match new memorials on a grave to the size of existing ones, albeit these have been tablets or vases.

With regard to the kerb, Council is reminded that new kerbs have not been permitted since 1974 and that following the introduction of the cemetery regulations in 2014 this has been upheld. Council has even requested a wooden kerbing be removed from graves in the cemetery extension area. It may be considered however, that the kerbing in this request is not new and that in 1957 the intent for all 15 graves was clear but that it would have been illogical to add all the internal kerbs only for them to potentially deteriorate before each grave was used.

RECOMMENDATION: If Council is minded to approve the request, it is recommended that it be on the basis that i) the new cross and kerb memorial match exactly the existing memorials on the family plot; and ii) that the internal kerbing does not impact the number of plots available behind row K, being a further 3 rows of 3 graves.

Meeting attended 20th September 2021.

I was asked by the Clerk if I could attend the Community Engagement Surgery that was held at the Padstow Methodist Church as a representative for Padstow Town Council. I went along and there were representatives from Cornwall Council environment officer, Cornwall live housing officer, Alex Allen our Neighbourhood Beat manager along with Jenny Mitchell Padstow's Police Community Support Officer, also Jordan Dean on behalf of the police. This was a well advertised event that gave the public the chance to come and discuss any problems that they thought needed addressing in the town. It was very poorly attended by the public but members that did come were there mainly to air their views on the problems that we have throughout the town of double parking in residential roads causing obstructions for emergency vehicles/delivery drivers etc, also antisocial behavior that seems to be on the increase around the childrens play area at Soldem Close. The Housing Officer did say that they are dealing with a couple of issues with their tenants but apart from that there was not a lot to report.

They are hoping to hold another Surgery at some point, and I think that next time they would like to consider having it in the Council chamber.

The police did say that if crimes and problems are not reported then there is nothing they can do even though it is sometimes frustrating trying to get through to them but please persevere.

Kind Regards
James O'Keefe



PADSTOW TOWN COUNCIL

NOTIFICATION OF COUNCIL & COMMITTEE MEETINGS FOR 2021-2022

	Time	Meeting
2021 DATES		
Tues 28 September	7.30 pm	Full Council
Tues 5 October	7.00 pm	Highways, Roads and Transport Committee
Tues 5 October	6.00 pm	Staffing Committee (Extra Ordinary)
Tues 12 October	7.00 pm	Planning Committee
Tues 19 October	6.15 pm	Highways, Roads and Transport Committee (budget)
Tues 19 October	7.00 pm	Leisure Tourism and Open Space Committee (budget)
Tues 26 October	7.30 pm	Full Council
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)
Tues 30 November	7.30 pm	Full Council
Tue 7 December	6.00 pm	Staffing Committee
Tue 14 December	7.00 pm	Planning Committee
2022 DATES		
Tues 11 January	7.00 pm	Planning Committee
Tues 25 January	7.30 pm	Full Council
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
Tues 22 February	7.30 pm	Full Council
Tues 8 March	7.00 pm	Planning Committee
Tues 22 March	6.00 pm	Staffing Committee
Tues 29 March	7.30 pm	Full Council

Council is asked to consider changes as per the red letting for meetings to consider budget matters. Furthermore, smaller Committees could meet in the Chamber as able to better social distance. However, if it considers an item may involve more public then venue could be amended.

Due to larger space, meetings to be held in person at:
Church Rooms, Church Street, Padstow PL28 8BG – until further notice.

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