

PADSTOW TOWN COUNCIL

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21 July 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 27 July 2021 at 7.30 pm or on the rising of the Staffing 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

KE 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
 - To receive the Cornwall Councillor's Report
 - To receive the Police Report

5. **To confirm the minutes** of the Full Council Meeting held on **Tuesday 29 June 2021** having been previously circulated and taken as read. Pg 1-3
6. **Clerk's Report/Work Programme:** To receive an update for information only. Pg 4
7. **Committees/Working Group Meetings:**
 - a) To adopt the minutes and approve recommendations (if any) of the Finance and General Purposes Committee meeting (20 July 2021) Pg 5-6
 - b) To receive minutes of the Planning Committee meeting (13 July 2021) Pg 7-9
8. **Land to the West of Polpennic Drive, Padstow:** To receive presentation from Baker Estates Limited on development proposals. Pg 8
9. **Padstow Parish Neighbourhood Plan:**
 - i) To approve the Submission Version of the Padstow Parish Neighbourhood Plan for submission to Cornwall Council;
 - ii) approve supporting documents for submission to Cornwall Council; and
 - iii) To adopt the notes and approve recommendations of the Neighbourhood Development Plan Steering Group meeting (16 June 2021)

Separate pack
10. **Finance:**
Monthly Accounts and Payments July 2021
 - 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) Bank Reconciliations: To note their availability for inspection each month

Pg 11-13
11. **Museum Alteration Request:** To give consideration to request for minor alteration and discuss and decided on way forward. Pg 10
12. **Correspondence:** To note correspondence for information. Pg 14
13. **Reports from Members/Outside Organisations:** To receive reports from meetings attended (if any)
14. **To Note Future Meeting Dates and to Note Date of Next Meeting:** Tuesday 28 September 2021 at 7.30 pm Pg 15
15. **EXCLUSION OF PRESS & PUBLIC:** To consider and if appropriate, to pass the following resolution: That in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.
16. **To confirm the confidential minutes** of the Full Council Meeting held on **Tuesday 29 June 2021** having been previously circulated and taken as read.
17. **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 29 June 2021 at 7.30 pm in the Church Rooms, Church
Street Padstow**

Present: C Watson-Smyth (Chairman), J O'Keefe (Vice-Chairman), J H Fidler, A Flide, K Freeman, R Higman, 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) and 4 members of the public.

2021/32 To receive apologies for absence and announcements: There were no apologies for absence or announcements.

2021/33 Declarations of interest from Members: There were no declarations of interest.

2021/34 Dispensations: There were no dispensations.

2021/35 Public Participation: There was no public participation, Cornwall Councillor report or Police report.

2021/36 RESOLVED that the minutes of the meeting held on **Tuesday 25 May 2021** be signed as a true record.

2021/37 RESOLVED to adopt the minutes of the Annual Parish Meeting held on **Tuesday 1 June 2021** having been previously circulated and taken as read.

2021/38 Clerks Report: The report was noted for information. The Chairman advised that a date for a virtual meeting with Enterprise regarding the Car Club Scheme was being arranged but that due to commitments the date was proving difficult. It was thought this would be likely to now take place in September.

There was some discussion regarding the surface dressing of the coast path to Georges. It was noted that although the work signage had gone up and workers had been on site on Saturday it was thought that the works had not been completed, likely impacted by weather. The Town Clerk would feedback to the CC Officer.

2021/39 Committees/Working Group Meetings:

- a) **RESOLVED** to adopt the minutes and approve recommendations (if any) for the meetings of:
- i) Staffing Committee held on 25 May 2021;
 - ii) Leisure, Tourism and Open Spaces Committee held on 25 May 2021; and
 - iii) Highways, Roads and Transport Committee held on 25 May 2021

b) **RESOLVED** to receive the minutes of the Planning Committee meetings held on (i) 25 May 2021; and ii) 8 June 2021

2021/40 Election of Council Representative (x1): RESOLVED that Councillor K Freeman be elected to fill the informal appointment of Council representative to Padstow Memorial Hall.

2021/41 Finance: Monthly Accounts and Payments June 2021

- a) The monthly finance report was noted. The Chair of Finance commented that it was good to see Car Park takings beginning to increase.
- b) It was **RESOLVED** to i) ratify payments made June (a) of £6,966.80 and standing orders or direct debits (regular payments of the same amount) of £10,114.71 and direct debits of £2,045.48; and ii) ratify payments made June (b) of £6,334.06 and direct debits of £11,699.10.
- c) Car park takings were noted.
- d) The Non-Domestic Rates credit for 2020/21 and 2021/22 following the Non-Domestic Rating (Public lavatories) Act 2021 was noted.
- e) **RESOLVED** that £600 awarded under the Padstow Town Council Community Grant Scheme to Padstow Memory Café and returned due to their disbanding be allocated to the grant "pot" for 2021/22.
- f) The availability of bank reconciliations for inspection was noted.

2021/42 Correspondence: Correspondence for information was noted.

2021/43 Polystyrene Surfboards: Councillor Higman addressed Council on this item. He referred to an article highlighting how an area in North Devon had written to shops asking that they stop selling cheap polystyrene bodyboards that do not last long. He commented that he picked up a "couple of dozen" discarded and broken boards a year at Trevone. Councillor Higman sought Council's thoughts on writing to local businesses to request that they not sell these.

Some concern was expressed that it would be difficult for the Council to define what was "cheap" although it was noted the issue was more around the material used in the bodyboard and their being single-use than cost. Comment was made that there appeared to be a growing move towards wooden bodyboards and it was suggested these could be promoted.

Generally, members felt it would be useful to liaise with Beach Guardian about the issue in order to find a way forward for discouraging the sale of single use bodyboards.

RESOLVED to liaise with Beach Guardian to discuss a way forward to discourage the sale of single use bodyboards.

2021/44 Planning Application: RESOLVED to make the following response to Cornwall Council regarding planning application: **PA21/05040**

Regatta 7 Broad Street Padstow Cornwall – Advertisement
Consent for 1 fascia sign.

SUPPORT

2021/45 Town Councillor Vacancy (Padstow Ward): It was noted that there were 4 applicants for co-option whose applications had been previously circulated to members. The Chairman commented that it was pleasing so many had wanted to apply but noted it was a shame that they had not been part of the May election.

The Chairman clarified the procedure for voting on appointments; members were asked to vote for 1 applicant only and following the vote if one candidate did not receive an absolute majority then the candidate with the least votes would be struck off and a fresh vote taken.

RESOLVED to appoint by co-option Mrs Janet Dawe to Padstow Town Council as a Padstow Ward member having received an absolute majority of votes, being 6 of the available 11 votes.

2021/46 Reports from Members/Outside Organisations: Members were referred to the agenda report prepared by Councillor O’Keefe following his attendance at the last Community Network Area meeting. Councillor O’Keefe added that since writing the report he had used the Fix My Street app and found it to be very efficient and effective.

Councillor O’Keefe also noted that he and Councillor Rees had attended some Planning training sessions held over 3 days. These had included a lot of useful information. One thing of note was the significance that Neighbourhood Plans would have for their areas.

2021/47 Dates of Council Meetings: Date of the next meeting, Tuesday 27 July 2021 and future meeting dates were noted.

2021/48 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.

2021/49 RESOLVED that the **confidential minutes** of the full Council meeting held on Tuesday 25 May 2021 be signed as a true record.

2021/50 RingGo Contract: Members gave consideration to renewing the RingGo contract and **RESOLVED** to agree the contract for a 4 year term – see confidential minutes.

2021/51 Lease and Tenant Updates: Members noted the updates – see confidential minutes.

Meeting closed at 8.03 pm

**PADSTOW TOWN COUNCIL: 27 JULY 2021
CLERK'S REPORT/ WORK PROGRAMMES**

Key: EMR: Ear Marked Reserve

Agenda Item 6.

PROJECT	NOTES/UPDATE
FULL COUNCIL	
Queens Platinum Jubilee	Celebrations will be taking place from Thursday 2 June to Sunday 5 June 2022 which will include an extra Bank Holiday. It is proposed that celebrations take place across the whole commonwealth, which includes our small towns and villages. Proposals for Cornwall which included linking up with Eden on their Big Lunch, the Queen's launching of her Green Canopy to encourage trees to be planted as well as lighting of beacons. The Town Clerk will look into this further and provide a report for Council to then begin to consider and take forward.
Protect Duty	Government has set out proposals on a new Protect Duty a legal requirement for public places to ensure preparedness for and protection from terrorist attacks. CC has responded to these proposals which the Town Clerk is reviewing and speaking with other Councils. Once more information is available a report will be brought on the same and impacts this will have on PTC's public spaces.
HRT	
One Padstow	Visit took place recently in town with CC, police and PHC. Town Clerk has also been in contact with the Highways Team at CC, following conversation with HRT Chairman. As part of the One Padstow team, they are looking at improved signage as you enter Padstow in both the short and long term and possible funding opportunities. I have requested further information and that HRT will be able to look at this in due course once received.
LTOS	
Coast Path to Georges	Council will know of the recent incident, luckily no-one was hurt. Cornwall Council will come back to confirm when the works will recommence, this is likely now to be after the main season.
North Quay, Cory and Railway Toilets	Most snags for North Quay now done. Project Manager is due to look to confirm sign off for this project. Replacement disabled door for Railway toilets is due to be replaced w/c 21 July. This has been taken through Council insurance.
Pest Control (Stile and Allotment)	We became aware of a pest control problem at Stile Field and accordingly a pest control contractor did a 3-part treatment to help control the situation, this worked to some extent but there was still too much activity. Therefore, monthly routine inspections and non-toxic treatments are taking place, which seem to be working and improving the situation. We are continuing with pest treatment at our allotments.

PADSTOW TOWN COUNCIL

**Minutes of the Finance and General Purposes Committee meeting held on
Tuesday 20 July 2021 at 7.00 pm in the Church Rooms,
Church Street, Padstow**

Present: Councillors R Higman (Chairman), J O'Keefe (Vice Chairman), J H Fidler, K Freeman, M Rickard, D N Vivian and Mrs T Walter

In Attendance: Mrs N Barnes (Responsible Financial Officer), Mrs S Daly (Minute taker) and 3 members of the public.

FGP2021/7 Apologies: Apologies for absence were received from Councillor C Watson-Smyth

FGP2021/8 Announcements: There were no announcements.

FGP2021/9 Declarations of Interest: Councillors declared interests under agenda item 8) Grants 2021/22 as follows:

- Councillor K Freeman: Padstow Sailing Club and the Royal British Legion;
- Councillor D N Vivian: Padstow Sea Cadets and Padstow & District Community Transport.

FGP2021/10 Public Participation: Members of the public spoke in support of grant applications made on behalf of the Royal British Legion, Padstow Parochial Church Council, Nadelik Lowen and Padstow Christmas Lights Committee. Comments included:

Royal British Legion: It was hoped that the Remembrance Sunday parade would go ahead this year. The £300 grant request was to provide a thank you lunch to the volunteer Merry-makers who provide music for the parade.

Padstow Parochial Church Council: Well-being Café: The well-being café would be carrying on from the memory café previously run from the Methodist church, however it would now be open to all members of society who are isolated or lonely.

Nadelik Lowen: The grant was to go towards the running costs of the event, the full details of which were still unclear due to the current situation. It would at least go towards the tree and its lights.

Padstow Christmas Lights: It was noted that the new contractor would be volunteering time to erect the Christmas Lights, charging only for maintenance which would help with costs. It was noted that a lot of the older lights were no longer usable, the aim was to reduce the display and ensure that the lights that are displayed are of a good quality and stay on at the correct times. Nadelik Lowen and the Christmas Lights would be working together on the lights this year.

FGP2021/11 **Minutes Tuesday 16 March 2021: RESOLVED** that the minutes of the meeting held on Tuesday 16 March 2021 were a true record of the meeting subject to noting the attendance of Councillor H M Saunders and they were signed by the chair.

FGP2021/12 **Minutes Tuesday 29 June 2021: RESOLVED** that the minutes of the meeting held on Tuesday 29 June 2021 were a true record of the meeting and they were signed by the chair.

FGP2021/13 **Budget Summary and Budget to Actual Variance report 2021/22:** The Chairman advised that the report should read "(sales invoices sent)" after the figure £126,370 in the paragraph Total Income instead of after the figure £129,388 in the paragraph Total Revenue Expenditure. Members noted the amendment and the report.

FGP2021/14 **Grants 2021/22:** It was **RESOLVED** that the following grants for 2021/22 be offered and released as per Council's Policy:

a) LGA Miscellaneous Provisions Act s19

Councillor K Freeman left the meeting for this item.

i) Padstow Sailing Club £250

Councillor K Freeman returned to the meeting.

Councillor D N Vivian left the meeting for this item.

ii) Padstow Sea Cadets £2,450

Councillor D N Vivian returned to the meeting.

iii) Padstow & District Lions Club £1,200

iv) Carers' Club £400

v) Nadelik Lowen £1,500

vi) Padstow Rowing Club £750

vii) Padstow Parochial Church Council
(Church rooms) £500

viii) Padstow United Youth & Girls FC £1,500

ix) Circling Camel Estuary £50

b) Local Government and Rating Act 1997 s26-29

Councillor D N Vivian left the meeting for this item.

i) Padstow & District Community Transport £2,200

Councillor D N Vivian returned to the meeting.

c) LGA 1972 s 144 Tourism

i) Padstow Christmas Lights Committee £6,000

d) LGA 1972 s137

i) Trevone War Memorial Village Hall £8,000

ii) Citizens Advice Cornwall £500

Councillor K Freeman left the meeting for this item.

iii) Royal British Legion £300

Councillor K Freeman returned to the meeting.

FGP2021/15 **Date of Next Meeting:** Tuesday 23 November 2021 (budget) was noted.

Meeting closed at 7.43 pm.

PADSTOW TOWN COUNCIL

**Minutes of the Planning Committee meeting held on Tuesday 13 July 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 A E Symons

In Attendance: Mrs K Pemberton (Town Clerk) and Mrs S Daly (Support Officer and Minute Taker)

P2021/14 Apologies and Announcements: Apologies for absence were received from Councillor Mrs T Walter. There were no announcements.

P2021/15 Declarations of Interest: There were no declarations of interest.

P2021/16 Public Participation: There was no public participation.

P2021/17 RESOLVED that the **minutes** of the meeting held on **Tuesday 8 June 2021** be signed as a true record.

P2021/18 Planning

i. The following Cornwall Council planning decisions were noted:

a) **PA20/10544 Land North of Trecerus Farm Trecerus Padstow Cornwall** – Continued use of temporary access (previously for phase 3) to serve phase 4 construction phase only. **APPROVED**

b) **PA21/00471 Land North East of Churchey Cottage Padstow Cornwall PL28 8LE** – Proposed conversion of stable building into a single dwelling. **APPROVED**

c) **PA21/01078 6 Dennis Road Padstow PL28 8DD** – Removal of pitched roof on existing side extension to provide a new roof terrace and associated works. **APPROVED**

d) **PA21/01714 Atlanta Atlantic Terrace Sandy Lane Trevone Padstow** – Proposed re-ordering and re-positioning of external staircase. Existing rear extensions to be replaced. Conversion of existing garage into dwelling to include garage space. **APPROVED**

e) **PA21/02226 42 Sarahs Lane Padstow Cornwall PL28 8EW** – Proposed roof extension including raising of roof and proposed flat roof rear dormer. **APPROVED**

f) **PA21/02343 Storage Units Trecerus Industrial Estate Padstow Cornwall PL28 8RW** – Proposed siting of three steel storage containers **APPROVED**

g) **PA21/03390 2 Hawkins Road Padstow PL28 8EU**
Construction of first floor annex with garage and lounge ground floor extension to existing dwelling with new vehicular access. **APPROVED**

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

a) **PA21/04719 4 Ruthys Lane Padstow PL28 8AZ** – Demolition of existing side extension/shed and ground floor bathroom/utility and replace with two bed cottage together with internal alterations and roof extensions to existing property.

NOT SUPPORTED: Overdevelopment of site in a conservation area and concerns with: i) raising roof; ii) out of character; iii) roof terrace; iv) removal of garden; and v) loss of historic wall.

b) **PA21/05604 17 Barrys Lane Padstow PL28 8AU** – Replacement front dormer windows, raised dormer roof, additional rooflights to South and East, additional East facing rear dormer window and internal renovations.

SUPPORTED

Councillor Freeman voted against this decision and requested this be recorded.

c) **PA21/05967 Land Adj 32 Treverbyn Road Padstow Cornwall** – Proposed construction of new dwelling.

SUPPORTED

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

SUPPORTED

e) **PA21/05118 Seaway Trevone Road Windmill Padstow** – Proposed extensions and alterations to Seaways including works to the main dwelling, the ancillary accommodation and construction of new double garage.

SUPPORTED on the condition that i) it is kept as part of the main residence for family use and not a separate holiday let, and ii) there are no overlooking issues.

f) **PA21/05248 3 Luson Close Padstow PL28 8GB** – Extension of garage/store to create a new annex and associated works.

SUPPORTED on the condition that it is not used for holiday let, family use only.

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

SUPPORTED

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

SUPPORTED

i) **PA21/05611 Woodlands Country House Treator Padstow Cornwall** – Change of Use from Use Class C1 Bed and Breakfast to Use Class C3 Dwelling House.

SUPPORTED

j) **PA21/05840 Trenearne Farm St Merryn Padstow PL28 8JA** – Listed Building Consent for further repairs and alterations pursuant to the refurbishment approved under PA17/03780
SUPPORTED provided Conservation Officer satisfied.

k) **PA21/05876 1 to 7 Coastguard Houses Hawkers Cove Padstow Cornwall** – Replacement of slate roof coverings currently beyond repair and flat roof coverings, dormer checks, removal of chimneys and solar panel installations where practicable. 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 system with air source heat pump units in gardens.
SUPPORTED

l) **PA21/06028 20 High Street Padstow Cornwall PL28 8BB** Listed Building Consent for internal renovation at ground floor only. Removal of polycarbonate lean-to porch at rear.
SUPPORTED

m) **PA21/06081 Oakwood Trevone Road Trevone Padstow**
Proposed extension
SUPPORTED provided no overlooking issues.

P2021/13 **Date of Next Meeting:** Tuesday 10 August 2021 at 7.00 pm was noted.

Meeting closed at 7.24 pm

PADSTOW TOWN COUNCIL: 27 JULY 2021

AGENDA ITEM 8: LAND TO THE WEST OF POLPENNIC DRIVE, PADSTOW:

Representatives from Bakers Estates Limited will be attending the meeting to give a presentation in respect of development proposals for land west of Polpennic Drive, Padstow. This is an opportunity to hear what is being proposed and ask any questions.

AGENDA ITEM 11: MUSEUM ALTERATION REQUEST

A requirement of the lease is that permission for any changes is to be requested. The Museum would like to fit an extraction fan in the skylight above the rear door (skylight as per photos below) in order to begin to think about how they could safely reopen in light of COVID. By installing this fan will enable them to have some airflow in the museum, as the windows are not accessible due to the exhibitions being built around the room.

They advised that they will be using a certificated electrician with the work entailing the removal of the glass skylight and replacing with a new glass panel with the pre-drill aperture. It is considered that this would not affect the EPA rating of the property. Any changes to the property would need to be put back to how they were at the end of their lease or should they wish to leave before the end of the lease term. Council's permission is sought.



Finance Report - Agenda item: 10a

Budget Report for the period 1.4.21 - 30.6.21

	Actual	Budget	Budget 1.4.21-31.3.22
Revenue Income	345,379	177,875	620,700
Revenue Expenditure	159,704	169,755	620,700
Capital/project expenditure	0	19,250	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 or call the office on 01841 532296.

To ratify payments made:

ACCOUNTS OUTSTANDING
June 'c 2021

Date	Cost centre	Supplier	Details	Net	VAT	Total
4.6.21	Corporate Services	James Hallam	Risk Management			1260.00
1.7.21	LTOS	Masons Kings	Gator WA17 GVO replace passenger door (insurance will pay PTC)	1022.27	204.45	1226.72
24.6.21	LTOS	Procludic	Dolphin and Pod play equipment spare parts	754.3	150.85	905.15
24.6.21	Env - Cemetery	Duchy Cemeterys Ltd	excavate graves (recharged to funeral director)			886
21.6.21	LTOS	Masons Kings	WJ68 OCR ride on mower & WA17 GVO compact tractor repairs	704.97	141	845.97
21.6.21	HRT	Seton	car park signs & line marking paint	620.80	124.16	744.96
23.6.21	HRT	Cornwall Council	Civil Enforcement Officer provision for 1 month			697.80
23.6.21	Administration	Konica Minolta	photocopying	329.10	65.82	394.92
30.6.21	LTOS	Padstow Petrol Station	fuel	314.00	62.81	376.81
29.6.21	Corporate Services	Kestrel Guards	check call service	300.00	60	360.00
30.6.21	Env - toilets	Nolan Pumping & Heating	replace water heater Railway toilets	284.00	56.8	340.80
1.7.21	Administration	Tanist Ltd	IT support	223.50	44.7	268.20
22.6.21	HRT	Clear-flow	Jet pump station and empty fat (recharged to tenant)	223.41	44.68	268.09
21.6.21	Env - toilets	Wallgate	Walcare soap	210.96	42.19	253.15
15.6.21	LTOS	Grahams Garden Machinery	4 strimmer heads, oil, turf cutter	108.33	21.67	130.00
29.6.21	HRT	Flowbird Smart City UK Ltd	Smartfollo & email alerts	85.00	17	102.00
1.7.21	Administration	Churchill	legionella control support package	71.31	14.26	85.57
30.6.21	Administration	St Petroc's Church	Church rooms hire for Council meetings			80.00
20.6.21	Administration	CALC Ltd	Finance training	60.00	12	72.00
27.6.21	Env - toilets	Nolan Pumping & Heating	call out to leaking water heater in toilets	55.00	11	66.00
30.6.21	LTOS	Cornwall Council	seagull-proof sacks			60.00
29.6.21	Administration	South West Water	Core Building water			27.15
21.6.21	Administration	Sea Spray	window cleaning			18
30.6.21	Administration		fire marshall training (reimburse staff)			18
						9487.29
						3297.28
24.6.21	Env - toilets	AUK Supplies	toilet rolls, cloths, polyliners, mopheads, hand wash etc	433.29	86.66	519.95
30.6.21	Env - toilets	AUK Supplies	toilet rolls, cloths, polyliners, hand sanitiser, bleach spray etc	684.84	136.97	821.81
30.6.21	LTOS	AUK Supplies	extendable safety barrier	76.46	15.29	91.75
30.6.21	LTOS	Biffa	June bulk bin emptying	1512.64	302.53	1815.17
1.7.21	Administration	Sage	Sage 50 Payroll Pensions Module	40.5	8.1	48.60
						3297.28
						23262.90

Direct debits:

To note wages paid:
June 2021.

gross pay, NIC ER's and LGPS ER's

Approved by 2 Councillors who are bank signatories:

Date	Name	Signature

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		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
	375446	254206	151150	300000		105401	96968	56398	100000
Railway	131344	4271	151150	55000	Lawn	38668	548	56398	20000
sub totals					sub totals				
Apr-Jun 2021					Apr-Jun 2021				
Apr-Jun	2019-20	2020-21	2021-22	<i>Budget</i>	<i>Lockdown restrictions started to ease on 12.4.21, with further lifting of restrictions on 17.5.21.</i>				
				<i>2021-22</i>					
Railway	131344	4271	151150	55000					
Lawn	38668	548	56398	20000					
Total	170012	4819	207548	75000					
Car park takings									
April - June 2021 car park takings are £207,548 this year, which is £132,548 more than the Budget, £202,729 more than the same period last year and £37,536 more than 2019-20.									

AGENDA ITEM 12: CORRESPONDENCE

Councillors Correspondence for Information – July 2021

Item	From	Referring To	Notes
a	Cornwall Area of Outstanding Natural Beauty	Cornwall AONB Management Plan Review/ Bee Health Bee Happy project/ Cornwall AONB Photo Competition	Draft AONB Management Plan which will be going out for Public Consultation in August and September
b	Environment Services – Forestry Team Leader	Note for Parish and Town councils - CC approach to Ash dieback	
c	Padstow Harbour Commissioners	17 June PHC meeting minutes and note to inform July's meeting has been postponed and next meeting 19 August.	
d	Bodmin and Wadebridge Police Team	June newsletter including: <ul style="list-style-type: none">• Children in cars• No Excuse Team	



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

	Time	Meeting
2021 DATES		
Tues 27 July	7.30 pm	Full Council
Tues 10 August	6.15 pm	Leisure Tourism and Open Space Committee (extra ordinary)
Tues 10 August	7.00 pm or on the rising of LTOS	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
Tues 28 September	7.30 pm	Full Council
Tues 5 October	7.00 pm	Highways, Roads and Transport Committee
Tues 12 October	7.00 pm	Planning Committee
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

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.