

PADSTOW TOWN COUNCIL

Minutes of the Full Council Meeting of Padstow Town Council held on Tuesday 29 March 2022 at 7.30 pm in the Church Rooms, Church Street, Padstow

Present: C Watson-Smyth (Chairman), J O'Keefe (Vice-Chairman), Mrs J Colwill, P Curgenven, K Freeman, R Higman, M Rickard, D N Vivian and Mrs T Walter

In Attendance: Mrs K Pemberton (Town Clerk), Mrs S Daly (Support Officer and Minute Taker) and 1 member of the public

2021/171 To receive apologies for absence and announcements:

- Apologies were received from Councillors Mrs J Dawe, A N Rees and Cornwall Councillor S Rushworth.
- In a revision to the agenda order, agenda item 20 would be taken last.

2021/172 Declarations of interest from Members:

- Councillors Mrs T Walter and C Watson-Smyth both declared an interest in agenda item 20.
- Councillor P Curgenven declared an interest in agenda item 10.

2021/173: Dispensations: There were no dispensations.

2021/174: Public Participation: One member of the public attended the meeting and addressed Council in support of a request under agenda item 21 Tenant/Lease Matters Update. Comments included:

- Padstow Sailing Club wish to replace their pontoon which is something they have considered for a number of years;
- Existing pontoon has been "cobbled together" and repaired for several years and the club is now supportive of replacing it with one more fit for purpose;
- Proposal drawing [in agenda papers] shows existing pontoon alongside proposed replacement. It demonstrates current T-bone shape which can be "difficult at best and dangerous at worst";
- Replacement will be at significant cost and therefore is not undertaken lightly.

Cornwall Councillor's Report: There was no report.

Police Report: There was no report.

2021/175 RESOLVED that the minutes of the meeting held on **Tuesday 22 February 2022** be signed as a true record.

2021/176 Clerk's Report/Work Programme: The report was noted for information. In response to a member query the Town Clerk

confirmed the design decision made by the Leisure, Tourism and Open Spaces Committee in respect of the MUGA had been shared with Council's surveyor. The surveyor had advised he would be meeting with the architect next week. The delay in the meeting was due to a backlog caused by COVID. It was expected that works could commence this winter however, any delay could push this into January. The project itself was not expected to take long. The Town Clerk confirmed she would continue to keep up the pressure on the project.

The Town Clerk confirmed she would follow up with Cornwall Council's Oliver Jones regarding the funding form submitted in respect of signage and would request an update on timescales.

It was acknowledged it would be good to have the replacement information boards for Trevone in place before the summer. The Town Clerk would liaise with the Support Officer regarding progress on this.

2021/177 Committees/Working Group Meetings:

- a) **RESOLVED** to receive the minutes of the Planning Committee meeting held on 15 March 2022; and
- b) **RESOLVED** to adopt the minutes and approve recommendations (if any) for the meeting of the Staffing Committee held on 22 March 2022.

2021/178 Finance: Monthly Accounts and Payments March 2022

- a) **RESOLVED** to receive the monthly finance report.
- b) **RESOLVED** to ratify payments i) February 'b' 2022 of £4,352.09 and direct debits of £3,357.12; and ii) March 'a' 2022 of £4,781.50, wages of £25,435.06, standing orders or direct debits (regular payments of the same amount) of £928.50 and direct debits of £5,216.20.
- c) Car park takings were noted.
- d) Ladywell parking tender update was noted.
- e) The availability of bank reconciliations for inspection was noted.

2021/179 Correspondence:

- a) Correspondence for information was noted.
- b) i) **Land Use Request: Padstow Rowing Club 10K Stepper Point Fun Run:** Members gave consideration to this request. Comment was made that it was commendable to be doing something positive to raise money. Members noted the event had previously been arranged for 2020 but was cancelled due to COVID and were in agreement to support the request on the same basis as before.

RESOLVED to approve the Padstow Rowing Club land use request for access across Stile Field for the purpose of a 10K Stepper Point Fun Run on Saturday 1 October 2022 between 9am and 12pm subject to i) the route making use of the tarmac

path; ii) receiving satisfactory public liability insurance details; and iii) receiving a satisfactory risk assessment acknowledging the uneven nature of the route.

ii) Land Use Request: Padstow Half Marathon & 10K

Running Event: Consideration was given to a request for the use of Stile Field on Saturday 24 September for a running event. Generally, members felt unable to make a decision based on the route information provided, in particular in relation to how many times during the route Stile Field would be used and at what stage of the route and therefore approx. time. Members were also keen to understand the tide times for the day as this would also impact the footfall in Stile Field at certain times. It was considered best to defer a decision until the exact route and tide time information could be provided.

RESOLVED to defer a decision on the Padstow Half Marathon & 10K Running event on Saturday 24 September until the next meeting of the Full Council in order to i) seek further clarification as to the event's exact route, including the number of times Stile Field is used during the course; and ii) confirm the tide times for the day of the event.

iii) Land Use Request: Churches Together Walk Of

Witness: Members gave consideration to the request to use the bandstand on Friday 15 April 2022 as set out in the agenda pages.

RESOLVED to approve the land use request from Churches Together to use the bandstand and tie a cross to the bandstand railings on Friday 15 April 2022 as part of their Walk of Witness event subject to i) the cross being removed by 10am on Tuesday 19 April; and ii) receiving appropriate risk assessments and PLI insurance to the satisfaction of Council's insurers and health and safety advisors.

iv) Land Use Request: Cornwall Council Bus Fares EXPO:

Members gave consideration to the request from Cornwall Council to use the Railway Car Park coach bay area as outlined in the agenda pages. Members noted that the date of the request was Easter Saturday and that the car park was likely to be extremely busy. Members also noted the concerns of the Town Clerk and the Support Officer of inviting further risk onto the car park during the Easter holidays. Generally, Council wished to support initiatives that would make public travel easier. One member commented that they felt more frequent buses were needed to support bus travel. It was agreed to offer one coach bay for use by Cornwall Council on 16 April.

RESOLVED to give permission for Cornwall Council to use one coach bay in the Railway Car Park on Saturday 16 April between

10am – 1pm for their bus fares EXPO subject to receiving appropriate risk assessments and public liability insurance to the satisfaction of Council's insurers and health and safety advisors.

v) **Land Use Request: Environment Agency – Use of Plantation:** The land use request and matters for consideration as outlined in the agenda pages were considered. It was **RESOLVED** to approve the request from the Environment Agency and allow contractors to park welfare facilities in the Plantation when undertaking improvement works to a debris screen near St Petroc's Church subject to i) the facilities being not bigger than the 'groundhog' trailer photographed in their request; and ii) receiving relevant risk assessments and PLI details to the satisfaction of Council's insurers and health and safety advisors. **FURTHER** that the Town Clerk enquire as to whether the Environment Agency would undertake the clearing of the compost area in the Plantation at the same time using the provision in the Grounds Maintenance budget.

vi) **Social Club Signage Request:** Members gave consideration to the request from Padstow Social Club to place Social Club signage on the 2 car park signs at the entrance to the Lawns Car Park. Concerns were expressed that granting permission may set a precedence for further requests from other organisations and members did not wish to favour any one business over another. Concern regarding liability and ownership of the signs once attached to the Council signage was also raised.

RESOLVED not to approve the request from Padstow Social Club to attach signage to the Council car park signs at the entrance to the Lawns Car Park.

Councillor P Curgenvan left the meeting.

2021/180 Memorial Request – Padstow Cemetery: Members gave consideration to the request for a non-regulation size cremation tablet 18" by 15" in size to be placed over grave spaces G7 and H7 in the original cremation area in Padstow Cemetery. Members noted the historical issues with alignment in this area and that whilst the tablet would technically fit it was prudent to ensure that the space of the reserved plots above was preserved. It was noted that some of the non-regulation tablets in the area may have received permission from Council at that time and were not necessarily unapproved. Comment was made that as Council had set regulations it was best to ensure they were applied.

RESOLVED that in order to preserve the space of the reserved plots above G7 and H7 the request for an 18" by 15" cremation tablet not be permitted, and further that only a tablet which meets the current Padstow Cemetery Regulations may be considered.

Councillor P Curgenvan returned to the meeting.

2021/181 Emergency Scheme of Delegation Decisions: RESOLVED to note the decisions made via the Emergency Scheme of Delegation as detailed on agenda page 39 having been previously circulated and read.

2021/182 Code of Conduct – Complaint Rejected (Padstow Town Council): The rejection of a Code of Conduct Complaint against Padstow Town Council was noted.

2021/183 Queen’s Jubilee Celebrations: Members were referred to the “to follow” agenda papers in this regard. It was noted that the celebrations were “coming together”. Councillor Mrs Walter expressed thanks to Councillor Mrs Colwill for her help in arranging cream teas through Tesco for the Senior Citizen’s event on Thursday 2 June.

Councillor Mrs Walter stressed the need for Councillor volunteers to ensure the success of each planned event. It was noted that active involvement was needed in particular for serving the cream teas, being a “point of contact” for each of the Beacon events, undertaking various tasks during the Fun Day event and for judging the shop window competition. Members were asked to contact the office with their availability.

It was agreed to continue to push forward with the plans as outlined in the “to follow” papers and the Chairman expressed thanks to Councillors Mrs Walter and Mrs Dawe for their hard work.

RESOLVED that the events outlined in the “to follow” agenda pages for the Queen’s Jubilee celebrations be agreed as the final programme of events by the Town Council and progressed.

2021/184 Public Open Space – Treverbyn Road, Padstow: Members gave consideration to a proposal to donate to Padstow Town Council the balance of land adjacent to 32 Treverbyn Road, following construction of a low level single garage as proposed under planning application PA22/00797. Council noted the decision of the Planning Committee not to support this planning application and the rationale as to why.

Generally, members felt it better to defer a decision on the matter of the land donation until after the planning application was decided by the Local Authority.

RESOLVED to defer a decision on the proposal to donate to Padstow Town Council the balance of land adjacent to 32 Treverbyn Road, as outlined in planning application PA22/00797, until a decision on the application has been made by the Local Authority.

2021/185 Reports from Members/Outside Organisations: Members noted the update from the Vice-Chairman in the agenda papers sent "to follow".

2021/186 Dates of Council Meetings: Date of next meeting, Tuesday 26 April 2022 at 7.30pm and future meeting dates were noted.

2021/187 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.

2021/188 RESOLVED that the **confidential minutes** of the full Council meeting held on **Tuesday 22 February 2022** be signed as a true record.

2021/189 RESOLVED to adopt the confidential minutes and approve recommendations (if any) of the Staffing Committee meeting held on 22 March 2022.

2021/190 Tenant/Lease Matters Update: See confidential minutes.

Councillors Mrs T Walter and C Watson-Smyth left the meeting and did not return. The Vice-Chairman took the chair for the remainder of the meeting.

2021/191 Outstanding Invoices (Section 146 Notice): See confidential minutes.

Meeting closed at 8.29 pm