

# PADSTOW TOWN COUNCIL

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19 January 2022

## TO ALL MEMBERS OF THE COUNCIL

Councillors: C Watson-Smyth (Chairman), J O'Keefe (Vice-Chairman), Mrs J Dawe, A P Flide, K Freeman, R Higman, A N Rees, M Rickard, D N Vivian, Mrs T Walter and 2 x vacancies

Dear Councillor

All Members of Council are hereby summoned to attend the meeting of **Padstow Town Council** in the **Church Rooms, Church Street, Padstow** on **Tuesday 25 January 2022 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

- To receive apologies for absence and announcements**
- To receive declarations of interest from Members** relating to items on the agenda in accordance with Padstow Town Council's Code of Conduct
- Dispensations:** To consider requests from Members for dispensations.
- 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
- To confirm the minutes** of the Full Council Meeting held on **Tuesday 30 November 2021** having been previously circulated and taken as read. (pg's 1-6)

6. **Treccerus Further Development Proposals:** To receive presentation from Situ8 on the further development proposals. (Pg's 7-9)
7. **Clerk's Report/Work Programme:** To receive an update for information only. (Pg 10)
8. **Committees/Working Group Meetings:**
  - a) To adopt the minutes and approve recommendations (if any) for of the Highways, Roads and Transport Committee meeting (14 December 2021) (Pg's 11-13)
  - b) To receive minutes of the Planning Committee meetings (14 December 2021 and 11 January 2022) (Pg's 14-18)
9. **Finance:** (Pg's 18a-25)
  - Monthly Accounts and Payments January 2022**
  - a) To receive the monthly Finance Report
  - b) To approve the accounts for payment and ratify payments made since the last meeting
  - c) To note the car park takings
  - d) Bank Reconciliations: To note their availability for inspection each month
10. **Correspondence:** (Pg 26)
  - a) To note correspondence for information
  - b) To give consideration to the following:-
    - i) Cornwall Council Consultation on draft Hackney Carriage (Taxi) / Private Hire Vehicle, Operator and Driver Licensing Policy (Pg 27)
11. **Cornwall Council Housing Strategy and Bude-Stratton Town Council Housing Response Update:** To receive an update in this regard and discuss and decide on way forward. (Pg's 28-29)
12. **Vandalism:** To receive an update on the spate on vandalism on Council property and discuss and decide on way forward. (Pg 30)
13. **To discuss and decide on the following planning application:** (Pg's 31-32)
  - a) **PA21/12561 Bryon Southway Windmill Padstow** – Proposed demolition of existing dwelling and construction of new replacement dwelling and associated works.
  - b) **PA22/00052 Land North East of Churchey Cottage Padstow Cornwall PL28 8LE** – Non Material Amendment (1) to Application No. PA21/00471 dated 17.06.21 for proposed conversion of stable building into a single dwelling, namely changes to windows and extension.
14. **Council Vacancies (1 x Padstow Ward and 1 x Trevone Ward) and Committee and Working Group Vacancies:** To receive update on this matter and discuss and decide on way forward. (Pg's 33-34)
15. **Reports from Members/Outside Organisations:** To receive reports from meetings attended (if any).
16. **To Note Future Meeting Dates and to Note Date of Next Meeting:** (Pg 35)  
Tuesday 22 February 2022 at 7.30pm

- 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 30 November 2021** having been previously circulated and taken as read.
- 19. Outstanding Invoices:** To receive update in this regard and discuss and decide on way forward.
- 20. Crib Box Request:** To give consideration to request by tenant and discuss and decide on way forward.
- 21. Core Building/Cornwall Council:** To receive an update in this regard and discuss and decide on way forward.

**PADSTOW TOWN COUNCIL**

**Minutes of the Full Council Meeting of Padstow Town Council held on Tuesday 30 November 2021 at 7.30 pm in the Church Rooms, Church Street, Padstow**

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

**In Attendance:** Mrs K Pemberton (Town Clerk), Mrs T Trestain (Support Officer and minute taker) and one member the of public

**2021/107 To receive apologies for absence and announcements:**

- a) Apologies were received from Councillors A P Flide and Cornwall Councillor S Rushworth.
- b) The Chairman made the following announcements: -
  - i) the Council was now carrying two vacancies with the resignations of Councillors J H Fidler and Mrs A E Symons. A member requested that resignations be notified to members as soon as possible after receiving their written resignation.
  - ii) The following amendments be made to the agenda, being typographical errors, namely: -Agenda item 7a – date of meeting was 9 November not 5 November as stated. Agenda item 20. To read "to adopt the confidential minutes and approve recommendations of the Staffing Committee meeting (9 November 2021)"
  - iii) Agenda order: **RESOLVED** that agenda item 22a) be taken as the last agenda item.

**2021/108 Declarations of interest from Members:** Councillors C Watson-Smyth and Mrs T Walter declared an interest in Agenda Item 22a): Lease/Tenant matters.

**2021/109 Dispensations:** 3 requests for a dispensation to participate in discussions and vote were received in respect of Agenda Item 13: Neighbourhood Development Plan Update.

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 C Watson-Smyth, M Rickard and Mrs T Walter 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.

**2021/110 Public Participation:** One member of the public addressed the Council regarding Agenda Item 11biii) Padstow Sealife Safaris: The Wheelyboat Trust, comments included:

- The Charity had raised funds for the new Wheelyboat however were let down at the last moment regarding its placement. Sealife Safaris was put forward and had now taken this on.
- Sealife Safaris were taking on the running costs. He was reaching out the Council for any help, not financial as this isn't something they had done before. Any help would be appreciated such as contacts or work Council did with relevant bodies that could help promote its use and raise its profile.
- In response to a query, it was clarified that these boats are wheelchair accessible to enable people with disabilities to access the river and estuary.

Police Report: Members noted the police report for the period 01.11.2020 –29.11.21 having been previously circulated was noted for information. Members requested that feedback be given to the police that the report was “pointless”, it didn't really say anything. The Town Clerk advised that this had been raised previously.

**2021/111 RESOLVED** that the minutes of the meeting held on **Tuesday 26 October 2021** be signed as a true record.

**2021/112 Clerk's Report/Work Programme:** The report was noted for information.

**2021/113 Committees/Working Group Meetings:**

- a) **RESOLVED** to adopt the minutes and approve recommendations (if any) for the meeting of the staffing Committee meeting held on 9 November 2021.
- b) **RESOLVED** to receive the minutes of the Planning Committee meeting held on 9 November 2021.

**2021/114 Draft Budget 2022-23 and Business Plan:**

- ia) **RESOLVED** the precept for 2022-23 be set at £nil.
- ib) **RESOLVED** the members allowance for 2022-23 be set for £nil.
- ic) **RESOLVED** the 2022-23 Draft Budget be approved, as set out in Appendix 1 to the agenda papers.
- id) **RESOLVED** the updated Business Plan be approved, as set out in Appendix 2 to the agenda papers.

ii) **RESOLVED** to adopt the minutes and approve recommendations for the meeting of the Finance and General Purposes Committee held on Tuesday 23 November 2021.

**2021/115 Internal Audit Report:** The Internal Audit Report was noted.

**2021/116 Finance: Monthly Accounts and Payments November 2021**

- a) The monthly finance report was noted.
- b) It was **RESOLVED** to ratify payments made i) October c) of £35,532.28 and direct debits of £1,700.36 ii) November a) of £10,738.26, standing orders or direct debits (regular payments of the same amount) of £8,279.50 and direct debits of £4,933.40
- c) Carpark takings were noted.
- d) Receipt of Community infrastructure Levy (CIL) totally £6,585.47 was noted.
- e) The availability of bank reconciliations for inspection was noted.

**2021/117 Correspondence:**

- a) Correspondence for information was noted.  
In response to a Member, the Town Clerk advised that as far as herself and the Support Officer present at the meeting knew there had been no correspondence received from Bude Stratton Council. The Member added that it was a questionnaire from them on housing over the summer. The Town Clerk would look into the matter and report back but added that the Member can contact the office at anytime on such matters and didn't have to wait until a meeting to raise a query or question.

**b) i) Wadebridge Town Council: Wadebridge Leisure Centre**

The Town Clerk referred Members to the report, and to help in their consideration made some suggestions. She had spoken with the Town Clerk at Wadebridge Town Council as well.

A member advised that Cornwall Council would be deciding on the Leisure Centres via its Cabinet on 15 December 2021. It was also mentioned that in the Mayors of Cornwall meeting, it was discussing about sending a joint letter from Mayors and Deputy Mayors on Leisure Centre closures however after talking with the Town Clerk the Member agreed that there was no formal approval for this and instead declined, particularly as this Council had already discussed and submitted a letter to Cornwall Council raising its concern in this regard.

**RESOLVED** i) to send to Wadebridge Town Council a copy of the town Council's letter to Cornwall Council which outlined its support that they remain open; ii) support Wadebridge Town Council in their view in respect of the concern around the pace in which decisions need to be taken by Cornwall Council, without understanding the financial and health and safety responsibilities; iii) realistically any consideration and thoughts in moving forward needs at least 18 months to be best appreciate short and long term implications; and iv) that the Council is keen to understand and know its Local Cornwall Councillor view on leisure centre closures, in particular Wadebridge and what he is doing to protect this community asset.

**ii) Cornwall Council: Cornwall Transport Plan Survey**

A member outlined that she found the Plan to be comprehensive but not the easiest document to understand. She considered the "Encouraging Healthy and Active Lifestyles Section" was particularly welcomed and felt the policies within this namely, policies 18 and 19 regarding the improvement of health and active travel infrastructure was worth supporting.

Further comment was made that the Parish would benefit from the detail as laid out in the policies referred to, particularly leading from the top of town. However, it was unsure where the funding would come from to move forward with the proposals outlined.

**RESOLVED** to respond to the consultation to outline support in respect of policies 18 and 19 of the Cornwall Transport Plan.

**iii) Padstow Sealife Safaris: The Wheelyboat Trust**

There was a discussion about what the Council could do to help with promotion and potential contacts. The Town Clerk outlined that the office could provide links to Cornwall Council and other mobility groups, which was publicly available.

Mention was made that any support or publicity given by this Council should be outlined it was solely relating to the Wheelyboat Trust and not the business of Sealife Safaris.

**RESOLVED** to show support by:- i) publicising and promoting the Wheelyboat Trust (not the Sealife Safaris business) on Council's social media pages; and ii) Town Council to be a signpost for any useful contacts.

**2021/118 Planning Application: RESOLVED** to make the following response to Cornwall Council regarding planning application: PA21/10551 The Flat Fentonluna Lane Padstow PL28 8BA  
**SUPPORTED provided Conservation Officer satisfied**

**2021/119 Neighbourhood Development Plan Update:**  
**RESOLVED** i) To avoid delay, the Town Clerk and Chair of the NDP Steering Group, in consultation with NDP SG members and the NDP Consultant, be given delegated authority to make representations to Cornwall Council concerning the proposed Neighbourhood Plan Examiners, should it be necessary when they are known; ii) To note the renewal of the Parish Online mapping software for another 12 months at a cost of £144 (inc VAT) to be taken from the available NDP Budget; and iii) to note correspondence from Scott Mann MP.

**2021/120 Queen's Jubilee Queen's Platinum: RESOLVED** that Councillors Mrs J Dawe and Mrs T Walter work with the office team on thoughts/ideas to mark the Queen's Platinum Jubilee and report back to a future meeting.

**2021/121 Enterprise Car Club:** Members were referred to the agenda papers. The Chairman commented on how success would be measured was difficult to ascertain. He further commented that it be reviewed at 5 months, before the trial was up.

The Town Clerk referred Members to the comment from the Auditor should this scheme be extended or continued which related to giving other companies being given the opportunity to tender. Furthermore, that signage be arranged via the Town Council, to ensure consistency with our signage but rechargeable to Enterprise.

**RESOLVED** i) To approve the use of the parking bay as pictured in the agenda papers at the Lawns Car Park being the bay closest to Hill Steps, adjacent to the footpath and to the right of the triangular crossed hatching, for use as a dedicated parking bay for the entirety of the 6 month Enterprise Car Club trial; ii) to support the sending of a mailshot by Enterprise to relevant houses in the area, with any references to the Town Council informed by the Town Clerk as per the scheme of delegation and following appropriate Councillor consultations; and iii) to avoid delay, to delegate to the Town Clerk in consultation with the Chair of the Highways, Roads and Transport Committee any further decisions relating to the implementation of the Car Club trial including approval of the parking bay signage (to be reimbursed by Enterprise) and any open day event subject to receiving any necessary risk assessments and PLI details;

**Councillors J O’Keefe and R Higman abstained from voting and requested their names be recorded.**

**2021/122 Reports from Members/Outside Organisations:** Members noted the update in the agenda papers from Councillor O’keefe.

A Member commented on recent meeting of Nadelik Lowen and request of Padstow Town Council COVID signage for the event.

**2021/123 Dates of Council Meetings:** Date of the next meeting, Tuesday 25 January 2022 at 7.30pm and future meeting dates were noted, including the inclusion of Highways, Roads and Transport at 6.30pm on 14 December 2021.

**2021/124 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**

**2021/125 RESOLVED** that the **confidential minutes** of the full Council meeting held on **Tuesday 26 October 2021** be signed as a true record.

**2021/126 RESOLVED** to adopt the confidential minutes and approve recommendations (if any) of the Staffing Committee meeting held on 9 November 2021.



**2021/127 Legal Matters:** See confidential minutes.

**2021/128 Lease/Tenant Matters:** See confidential minutes.

Meeting closed at 8.32 pm

## **PADSTOW TOWN COUNCIL: 25 JANUARY 2022**

**AGENDA ITEM 6:** Treceus Further Development: To receive presentation from Situ8 on the further development proposals

Representative from Situ8 contacted the office asking to talk about the potential further development at Treceus Farm. The Chairman agreed that Situ8 be invited to this meeting and item be placed on the agenda.

Situ8 have provided the below information and appendix 1 map- to aid the discussion.

'Following on from the public consultation event of a few years ago we are now able to push forward and respond to comments made and look at the needs of Padstow. Connectivity was an important issue raised at that meeting and we have proposed a green corridor linking down through to Padstow to the north west of the site.'

### **Previous discussion**

Councillors may recall the last update was in February Full Council 2021, minutes on this item from the February item are below:

**2020/141 Treceus Development Phased Strategy:** At the invitation of the Chair, representatives of Situ8 Planning Consultancy and Poltair homes were invited to present on the latest development proposals at Treceus Farm. Comments from Situ8 included:

- Client has a number of options for development, as identified on map in the additional agenda paper. Client wished for development to avoid piece-meal approach and adopt a holistic approach which addresses community needs raised/identified in the Padstow Parish Neighbourhood Plan e.g land for next phase is a logical extension of existing site, not in the AONB and could address business needs;
- Welcomed any guidance and advice from Town Council as to what would be useful to the Parish;
- Keen to engage with community and hold public consultations when allowed.

Comments from Poltair homes included:

- Focus of previous phases had been on delivery of much needed affordable housing with 114 being subject to a 106 agreement;
- Contributions had been made to educational services, public open spaces and a play area;
- Ethos for the development is to add community value as evidenced by the honoured commitment to sell a number of the phase 4 properties to Cornwall Council for the purpose of both affordable and open market dwellings for private rent;
- Poltair are looking to deliver good quality, tenure blind housing. Ambition is to create an attractive neighbourhood not just urban sprawl. The development could complement the approaches identified in the Neighbourhood Plan and could include:
  - senior housing, self-design and self-build schemes;
  - as an exception site would need to be affordable led for which there is still demonstrated need;
  - Size of housing would need to be discussed in relation to need;
  - Senior living could be an important feature potentially with sheltered support containing community facilities;
  - Open market housing for full time occupancy;
- Government push for custom build and self-build schemes which are well laid out and incorporate green spaces as well as managing surface water disposal.
- No numbers for development at present, helpful to have collaborative engagement to help inform this. Discussion on a wider scale will help create community cohesion and avoid a piece-meal development.

Comments from Cornwall Councillor Buscombe included:

- Would defer to Home Choice Register, however noted he received many comments from local residents requesting rental properties for single people other than those of retirement age.

Specific areas of community concern were noted as follows:

#### Cemetery Extension

- Situ8 map, in to follow paper, marked land next to Padstow Cemetery as a possible cemetery extension;
- The Town Clerk noted that remaining burial spaces were approximately 50;
- It was felt additional burial land was much needed however it was noted that any land would need to be tested for suitability and would likely require appropriate drainage as the water table in the area was known to be high.

#### Employment

- Felt beneficial to counterbalance tourism employment with light industry employment;
- More homes would need more employment opportunities;
- Noted that Treceus Industrial Estate was busy and well established and a logical expansion;
- Issues raised through NDP process regarding Treceus were difficulty with parking at Treceus, particularly for smaller businesses needing visitor parking;
- Situ8 noted that Miller Commercial had shared some encouraging thoughts around expansion at Treceus. It was noted that Situ8's client could only explore an extension to Treceus on land they owned and not land to the South.

#### Outdoor Community Facilities

- Comment from Situ8 was that it was felt that the development needed a "heart" in terms of an outdoor facility and question was raised as to the possibility of re-siting Wheal Jubilee Parc by pulling it into the centre of the development. The Town Clerk clarified that the land was currently managed by a trust;
- Comment was made that the Town Council had begun consulting on the redevelopment of the tennis courts into a Multi-Use Games Area (MUGA) and that consultation in this regard could have useful data for the development.

#### Connectivity

- Concern was raised that developments had not improved connectivity with the existing community, cycle routes or pedestrian routes and that the route to town continued to be along a main road;
- Situ8 agreed that connectivity was a key issue and welcomed speaking with any organisations/groups in the parish regarding possible routes that could be explored.

#### Sustainability

- Comment was made that new housing should be mindful of Cornwall Council's climate emergency declaration and climate change effects, and should include sustainable, energy efficient features;
- It was noted that future proofing the development was at the heart of the project and that in phase 4 all properties included air source heat pumps, no fossil fuel systems were installed and all houses had SAP rating B. The designs were very much in line with planning for the future and all highly insulated.



Scale Bar - 1:1250  
 0 10 20 30 40 50 M

**PADSTOW**

Waterfront  
 PADSTOW  
 Alignment Gardens  
 24.6m

- Key:-
- Phase 5-8
  - Phase Green corridor
  - Pedestrian / cycleway
  - Attenuation pond
  - Trees planting / green screening
  - Approved phase 4 & Completed phase 3
  - Biodiversity corridor
  - New foul de sin to storm drain
  - Existing pedestrian network
  - Proposed access to phases 5-8

Rev. Date Issue Notes  
**PRELIMINARY**

**fearnleyjott**  
 ARCHITECTS  
 RIBA #11

Client: Polair Homes  
 Treacrus Farm  
 Padstow

Sketch masterplan  
 1:1250 @ A1  
 21088 - SK01

**PADSTOW TOWN COUNCIL: 25 JANUARY 2022  
CLERK'S REPORT / WORK PROGRAMMES**

Key: EMR: Ear Marked Reserve

2

| PROJECT                 | NOTES/UPDATE   |
|-------------------------|--|
| <b>FULL COUNCIL</b>     |  |
| Queens Platinum Jubilee | Council Support Officer, Tracey Trestain is taking forward a meeting with Councillors Mrs Dawe and Mrs Walter in putting forward ideas for consideration by Council at a future meeting.   |
| NDP                     | Following the delegated decision by Council in November, the NDP members considered the examiners put forward and accordingly Cornwall Council confirmed appointment of Examiner, Deborah McCann.  |
| 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. Still waiting on any further information on this from CC and likely impact on Parish and Town Councils particularly on public open spaces. When more information is available Town Clerk will update accordingly. |
| HRT                     |  |
| Padstow Signage         | CC Highways Team is looking at improved signage as you enter Padstow in both the short and long term and possible funding opportunities. A report to go to HRT when more information will be forthcoming. Town Clerk is chasing.   |
| Parking Enforcement     | The Chairman of HRT Cttee, Chairman of Finance, Town Clerk and RFO held a virtual meeting with CC Enforcement Manager to discuss parking enforcement, in particular enforcement of Council car parks. HRT Cttee will be meeting next month to take forward and discuss SLA for next season.  |
| Enterprise Car Club     | Council will know it agreed to a 6 month trial at the Lawns Car Park, date to be confirmed when this will commence. Signage to be sorted and finalised.  |
| <b>LTOS</b>             |  |
| Tennis Courts/MUGA      | After taking advice from Surveyor Committee agreed to progress with a MUGA for football, tennis and basketball with the option to future proof should in the future a canopy or roof wish to be added.   |
| Play Area               | Council agreed to a budget for 2022/23 to replace. This will be looked at to progress with Committee.  |
| Skate Park              | Works to areas that required attention were carried out last month. There was an issue with surface of cracking Town Clerk is waiting on further information from the surveyor.  |

Agenda Item 7

**PADSTOW TOWN COUNCIL**

**Minutes of the Highways, Roads and Transport Committee meeting held on Tuesday 14 December 2021 at the Church Rooms, Church Street, Padstow at 6.30 pm**

**Present:** Councillors K Freeman (Chairman), A N Rees, D N Vivian and C Watson-Smyth

**In Attendance:** Mrs K Pemberton (Town Clerk), Mrs T Trestain (Support Officer and Minute Taker) and Councillor J O'Keefe

- HRT2021/15      **Apologies for Absence:**** Apologies for absence were received from Councillors R Higman and M Rickard.
- HRT2021/16      **Announcements:**** There were no announcements.
- HRT2021/17      **Declarations of Interest:**** Councillor C Watson-Smyth declared an interest in agenda item 7i) Park and Walk
- RESOLVED** to change Agenda order item 7i) Park and Walk be taken as the last agenda item.
- HRT2021/18      **Public Participation:**** There was no public participation.
- HRT2021/19      **Minutes: RESOLVED**** that the minutes of the meeting held on **Tuesday 19 October 2021** be signed as a true record of the meeting.
- HRT2021/20      **Clerks Report/Works Programme:**** The update was noted for information.
- HRT2021/21      **Updates:****
- ii)Seasonal Signage:** The update was noted as per the agenda report. Town Clerk advised that the Highways Officer hoped to provide detail of the proposed signage before Christmas break. When available the Town Clerk would send to Committee members.
- iii)Highways Site Visit:** The updated was noted as per the agenda report.
- HRT2021/22      **Land Train:**** The Chairman opened the discussion on this item to advise that the Town Council wasn't a consultee, and the application wasn't on Council land. However, as the proposed operator had contacted the Council we could provide a response and copy in Cornwall Council's Highway Officer who welcomed any comments the Council may have.
- Discussion continued on this item with the general feeling from Committee that it wasn't advisable.
- RESOLVED** to respond to the proposed operator, copying in Cornwall Council's Highway Officer as follows:  
Do not feel advisable because:-

- Not enough sweep around Dennis Road and Station Road;
- Single file road at Dennis Road due to on-street parking;
- Sarahs Lane also a single file road due to on-street parking, furthermore there is "no view" on approach;
- Concern with land train in residential areas;
- Town is far too busy already;
- Broad Street would be another sweep issue due to parking bays;
- Unclear on size of land train and also number of trains wishing to operate;
- Route starting at Padstow Harbour Commissioners, unsure where exactly? Limited space and busy with vehicles and pedestrians;
- Safety concern with long vehicle through town;
- Trying to reduce number/frequency of vehicles in town in long term.

#### **HRT2021/23**

**20 mph "Call for Interest":** The Town Clerk referred to the 20's Plenty Campaign referring to an email from the same on this issue. She further advised that Cornwall Council's Highway Officer considered that a number of areas in Padstow would become 20mph in the next few years.

Members gave this matter their due consideration, points raised included: -

- Near the crossing at the school.
- Mention was made about a pedestrian crossing at Link Road opposite the allotments which had been raised before and not taken forward by Cornwall Council rationale being advised that it was in a 30 mph area.
- Community space at Wheal Jubilee Parc and Cemetery
- Number of people that walk along sections of Link Road, from car parks and alike.
- Potentially more residential development at Treceus. Therefore this lead them to consider the whole of the Link Road length from "four turnings" to Padstow Cemetery.
- Mention was made at the speed of cars leaving Padstow.

**RESOLVED** to respond to the "Call for Interest" to suggest a 20 mph Zone for the length of the Link Road, stretching from one side to another, from "four turnings" to Padstow Cemetery.

#### **HRT2021/24**

**Date of next meeting:** To be confirmed.

**Councillor C Watson-Smyth left the meeting and did not return.**

i) Park & Walk: The update was noted as per the agenda report. The Town Clerk clarified that the operator was not expecting to return to a park and ride, as their operator affects Council land it was helpful this meeting take place.

The Town Clerk also confirmed that the 'One Padstow' meetings about traffic in Padstow were arranged by Cornwall Council with Padstow Town Council being invited. She had raised previously that all car park operators should be included, it was them to invite as appropriate.

Meeting closed at 6.58pm

DRAFT



**PADSTOW TOWN COUNCIL****Minutes of the Planning Committee meeting held on Tuesday 14 December 2021 at The Church Rooms, Church Street, Padstow at 7.02 pm****Present:** Councillors J O'Keefe (Chairman), K Freeman and N Rees**In Attendance:** Mrs K Pemberton (Town Clerk) and Mrs T Trestain (Support Officer and Minute Taker)**P2021/45 Apologies and Announcements:** Apologies were received from Councillors R Higman and Mrs T Walter. There were no announcements.**P2021/46 Declarations of Interest:** Councillor A Rees declared an interest in Agenda Item 5iig PA21/11299 Land adj to Menethdowr, Sarahs Lane, Padstow.**RESOLVED** to change Agenda order item 5iig PA21/11299 be taken as the last agenda item.**P2021/47 Public Participation:** There was no public participation.**P2021/48 Minutes** of the meeting held on **Tuesday 9 November 2021** to be carried across to next meeting.**P2021/49 Planning****i. The following Cornwall Council planning decisions were noted:**

- a) **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. **APPROVED**
- b) **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. **APPROVED**
- c) **PA21/08202 6 Rainyfields Padstow PL28 8EZ –** Alterations to dwelling to include; insertion of bi-fold doors, replacement rooflight, double doors formed within existing window reveal and blocking up of existing window and door. **APPROVED**
- d) **PA21/08360 3B Trelawney Road Padstow PL28 8EQ –**  
Construction of a porch, first floor extension with Juliet balcony and associated modifications. **APPROVED**
- e) **PA21/08740 23 New Street Padstow Cornwall PL28 8EA –**  
Rear two storey extension **APPROVED**
- f) **PA21/08909 Padstow Touring Park Padstow Cornwall PL28 8LE –** Variation of Condition 1 of Application No E1/2005/00666 dated 29 April 2005 (lifting of condition 3 on

decision notice 83/1311 to allow all year holiday use) to allow for the siting of 38 no. lodges. **APPROVED**

- g) **PA21/09004 25 Barrys Lane Padstow PL28 8AU** – Extensions and alterations to existing dwelling and construction of a single storey garden room. **APPROVED**
- h) **PA21/09609 27 Netherton Road Padstow PL28 8EG** – Proposed extension over existing single-storey extension and into the roof space to provide additional bedroom and annexe accommodation, and a single-storey rear extension. **APPROVED**

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

- a) **PA21/11676 6 Moyle Road Padstow Cornwall PL28 8DG** – Proposed rear extension, new front porch extension, front balcony and internal alterations plus addition of dormer window and single storey extension. Resubmission of PA20/06450  
**SUPPORTED provided i) no overlooking issues affecting 1 Porthilly and 5 Moyle Road; and ii) skylights use obscure glazing.**
- b) **PA21/11340 5 Fentonluna Lane Padstow Cornwall PL28 8BA** – Variation of Condition 2 (approved plans) of Application No PA19/07454 dated 13.11.19 (Extensions and associated alterations).  
**SUPPORTED provided i) no overlooking issues; and ii) Conservation Officer satisfied**
- c) **PA21/10059 Land North of 38-40 Duke Street Padstow Cornwall** – Proposed self-contained 1 bed cabin.  
**NOT SUPPORTED i) access and parking issues; ii) Loss of garden; iii) out of character with Conservation Area; iv) concern used as separate dwelling; and v) overdevelopment**
- d) **PA21/10701 1A High Street Padstow PL28 8BB** – Proposed Roof Light.  
**SUPPORTED**
- e) **PA21/11151 11-13 Barrys Lane Padstow PL28 8AU** – Refurbishments and replacement of rear extension.  
**SUPPORTED, as long as Conservation Officer satisfied**
- f) **PA21/11157 Kadja Dobbin Road Trevone Padstow** – Demolition of an existing attached building containing 2 residential apartments and replacement with a single detached residential property including associated site works.  
**SUPPORTED provided ridge height consistent with neighbouring properties (as not noted on plans)**

**P2021/50 Cornwall Council Planning and Sustainable Development Consultation on Planning Application Validation List**  
**RESOLVED** not to comment on this consultation.

**P2021/51 Date of Next Meeting:** Tuesday 11 January 2022 at 7.00pm noted.

**Councillor A Rees left the meeting and did not return.**

- g) [PA21/11299](#) **Land adj to Menethdowr Sarahs Lane Padstow Cornwall** – Construction of dwelling house and associated works-outline with all matters reserved.  
**Meeting became inquorate so unable to comment on this application.**

Meeting closed at 7.20pm

**PADSTOW TOWN COUNCIL****Minutes of the Planning Committee meeting held on Tuesday 11 January 2022 at The Church Rooms, Church Street, Padstow at 7.00 pm**

**Present:** Councillors J O'Keefe (Chairman), K Freeman and A N Rees.

**In Attendance:** Mrs N Barnes (RFO), Mrs T Trestain (Support Officer and Minute Taker) and Councillor Mrs J Dawe.

**P2021/52 Apologies and Announcements:** Apologies were received from Councillors R Higman and Mrs T Walter. There were no announcements.

**P2021/53 Declarations of Interest:** There were no declarations of interest.

**P2021/54 Public Participation:** There was no public participation.

**P2021/55 RESOLVED** that the **Minutes** of the meeting held on i) **Tuesday 9 November 2021** be carried over to the next meeting because three members who attended that meeting were not present at this meeting; ii) **Tuesday 14 December 2021** be signed as a true record, subject to the amendment of apologies received from Councillor R Higman not Councillor M Rickard.

**P2021/56 Planning**

**i. The following Cornwall Council planning decisions were noted:**

- a) [PA21/08623](#) **St Martins Dobbin Lane Trevone Padstow PL28 8QN** – Conversion of outbuilding footprint to ancillary accommodation. **APPROVED**
- b) [PA21/10381](#) **5 Luson Close Padstow PL28 8GB** – Rear extension. **APPROVED**
- c) [PA21/10701](#) **1A High Street Padstow PL28 8BB** – Proposed roof lights **APPROVED**

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

- a) [PA21/10664](#) **Memorial Hall Trevone Road Trevone Padstow** – Demolition of existing extension to the Memorial Hall, including entrance lobby, corridor and toilets and erection of a detached hall with kitchen and disabled facilities. **SUPPORTED**
- b) [PA21/11817](#) **33 Treverbyn Road Padstow PL28 8DN** – Erection of a new, 5 bedroom detached dwelling and garden store following demolition of the existing dwelling and garage. **SUPPORTED**

- c) **PA21/12165 Land South of St Petroc Church Church Lane Padstow** – Replacement of existing debris screen to reduce flood risk.

**SUPPORTED**

- d) **PA21/12221 Padstow Harbour Hotel (formerly The Metropole) Station Road Padstow PL28 8DB** – Non Material Amendment (1) to application No. PA20/06585 dated 25.11.2020 without compliance with Conditions 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15 & 16 of application No PA19/05442 dated 03.01.2020 – namely Addition of roof lights, alteration of window locations. Addition of window, alteration of window and balcony size, alteration of entrance stair and refuse point and minor alteration of roof pitch and height.

**SUPPORTED**

- e) **PA21/12477 Rest Harrow Trevone Road Trevone Padstow** – Installation of in ground swimming pool to the rear of the garden of the property.

**SUPPORTED**

- f) **PA21/12589 Mordros Homer Park Road Trevone Padstow** – Extension to room in the bungalow roof, new single storey rear extension incorporating a new kitchen/dining room. New double height entrance hall and rear dormer added to existing roof.

**SUPPORTED**

**P2021/57 Date of Next Meeting: Tuesday 8 February 2022 at 7.00pm**

Meeting closed at 7.10pm

**Finance Report - Agenda item:**

| <b>Budget Report for the period 1.4.21 - 31.12.21</b> |               |               |                                  |
|---|---------------|---------------|----------------------------------|
|   | <b>Actual</b> | <b>Budget</b> | <b>Budget<br/>1.4.21-31.3.22</b> |
| Revenue Income  | 972,913       | 586,425       | 620,700                          |
| Revenue Expenditure                                   | 517,339       | 501,853       | 620,700                          |
| Capital/project expenditure                           | 27,118        | 57,750        | 77,000                           |

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

None

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

None

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

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







To ratify payments made:

**ACCOUNTS OUTSTANDING**  
**December ' a 2021**

| <u>Date</u> | <u>Cost centre</u> | <u>Supplier</u>             | <u>Details</u>   | <u>Net</u> | <u>VAT</u> | <u>Total</u>   |
|-------------|--------------------|-----------------------------|--|------------|------------|----------------|
| 30.11.21    | Corporate Services | Wombie Bond Dickinson       | legal fees   | 2400       | 480        | 2880.00        |
| 30.11.21    | HRT                | G4S                         | car park machine cash collections 1 month                    | 405.6      | 81.12      | 486.72         |
| 14.12.21    | Administration     | Golant Fire & Security      | annual fire alarm, emergency lighting & extinguisher service | 351.5      | 70.30      | 421.80         |
| 1.12.21     | LTOS               | Padstow Petrol Station      | fuel 1 month   | 241.82     | 48.37      | 290.19         |
| 1.12.21     | Administration     | Tanist                      | IT support   | 223.5      | 44.7       | 268.20         |
| 15.12.21    | Central Services   | SW Hygiene                  | Grant 2021-22 - Padstow Sailing Club                         | 148.99     | 29.8       | 250.00         |
| 1.12.21     | Env - toilets      | Total Pest Control          | sanitary & nappy unit service 1 month                        | 135        | 27         | 162.00         |
| 1.12.21     | LTOS               | Flowbird                    | pest control Stile field                                     | 85         | 17         | 102.00         |
| 1.12.21     | HRT                | Churchill                   | Smartfollo   | 71.31      | 14.26      | 85.57          |
| 1.12.21     | Env - toilets      | RW Daker                    | legionella control support                                   | 65         | 13         | 78.00          |
| 8.12.21     | Env - Cemetery     | St Petroc's Church          | replace spindle in tap at the Cemetery                       |            |            |                |
| 30.11.21    | Administration     | Complete Business Solutions | Church room hire - Council meetings                          |            |            |                |
| 6.12.21     | Administration     | Sea Spray                   | stationery   | 24.47      | 4.89       | 29.36          |
| 6.12.21     | Administration     |                             | window cleaner   |            |            | 18.00          |
| 8.12.21     | Administration     |                             | facemasks - reimburse staff                                  |            |            | 14.99          |
|             |                    |                             |  |            |            | <u>5325.62</u> |

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

|          |                    |                     |   |         |       |                |
|----------|--------------------|---------------------|---|---------|-------|----------------|
| 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>8279.50</u> |
|          |                    |                     | <u>Direct debits:</u>   |         |       |                |
| 30.11.21 | LTOS               | Biffa               | bulk bin emptying 1 month   | 464.64  | 92.93 | 557.57         |
| 1.12.21  | Administration     | Sage                | Sage 50 Payroll and Pensions  | 40.5    | 8.1   | 48.60          |
| 2.12.21  | LTOS               | Mole Valley Farmers | drill bit & hook  | 29.33   | 5.87  | 35.20          |
| 10.11.21 |                    | Opus Energy         | electricity - PTC sites   |         |       | 1151.66        |
| 8.12.21  | Env - toilets      | AUK Supplies        | refillable hand sanitiser and cartridges, bleach, odour neutraliser | 66.74   | 13.35 | 80.09          |
| 8.12.21  | Administration     | SeaDog IT           | website hosting and maintenance                                     |         |       | 25.00          |
| 15.12.21 | Env - toilets      | AUK Supplies        | drain clear & brushes   | 32.95   | 6.59  | 39.54          |
| 1.12.21  | Corporate Services | RingGo              | Ringo fees 1 month  | 1262.02 | 252.4 | 1514.42        |
|          |                    |                     |   |         |       | <u>3452.08</u> |

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

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

*To ratify payments made:*

**ACCOUNTS OUTSTANDING**  
**December ' b 2021**

| <u>Date</u> | <u>Cost centre</u>    | <u>Supplier</u>                   | <u>Details</u>  | <u>Net</u> | <u>VAT</u> | <u>Total</u>   |
|-------------|-----------------------|-----------------------------------|---|------------|------------|----------------|
| 15.12.21    | Administration        | Tanist Ltd                        | additional memory - server  | 469.2      | 93.84      | 563.04         |
| 17.12.21    | Env - Cemetery        | Duchy Cemeterys Ltd               | excavate grave (recharged to funeral director)                            |            |            | 443.00         |
| 14.12.21    | Corporate Services    | Kestrel Guards                    | check call service  | 300        | 60         | 360.00         |
| 17.12.21    | Administration        | Complete Business Solutions       | printer toner   | 270.52     | 54.1       | 324.62         |
| 16.12.21    | Administration        | Ace Doors & Shutters              | shutter doors annual maintenance  | 220        | 44         | 264.00         |
| 15.2.21     | Investment Properties | James Hallam Council Guard        | additional insurance for increase in value of North Quay and Cory toilets |            |            | 86.76          |
| 20.12.21    | Democratic Services   | Cornwall ALC Ltd                  | Code of Conduct training  | 20         | 4          | 24.00          |
|             |                       |                                   |   |            |            | <u>2065.42</u> |
| 23.12.21    |                       |                                   | December gross wages, NIC ER's and LGPS ER's                              |            |            | 24641.87       |
| 10.12.21    |                       | Direct debits:<br>Opus Energy Ltd | electricity PTC sites   |            |            | 1233.95        |
|             |                       |                                   |   |            |            | <u>1233.95</u> |

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

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

*To ratify payments made:*

**ACCOUNTS OUTSTANDING**  
**January ' a 2022**

| <u>Date</u> | <u>Cost centre</u>    | <u>Supplier</u>                  | <u>Details</u>                          | <u>Net</u> | <u>VAT</u> | <u>Total</u>   |
|-------------|-----------------------|----------------------------------|---|------------|------------|----------------|
| 4.1.22      | Central Services      |                                  | Grant - Padstow Rowing Club             |            |            | 750.00         |
| 21.12.21    | HRT                   | Cornwall Council                 | Civil Enforcement Officer (CEO) 1 month |            |            | 433.80         |
| 5.1.22      | LTOS                  | Padstow Petrol Station           | fuel                                    | 336.28     | 67.26      | 403.54         |
| 22.12.21    | Investment Properties | PTSG Access & Safety Group       | latchway testing                        | 291        | 58.2       | 349.20         |
| 1.1.22      | Administration        | Tanist                           | IT support services                     | 223.5      | 44.7       | 268.20         |
| 16.12.21    | Env - toilets         | FW3 Group                        | baby changing table                     | 108.29     | 21.66      | 129.95         |
| 22.12.21    | Administration        | Konica Minolta                   | photocopying                            | 103.14     | 20.63      | 123.77         |
| 15.12.21    | LTOS                  | Tudor Environmental              | litter pickers                          | 88.98      | 17.8       | 106.78         |
| 1.1.22      | Administration        | Churchill Environmental Services | legionella control support package      | 71.31      | 14.26      | 85.57          |
| 16.12.21    | LTOS                  | South West Water                 | Lawn water                              |            |            | 21.57          |
|             |                       |                                  |   |            |            | <u>2672.38</u> |

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

|     |           |                  |                                |  |  |                |
|-----|-----------|------------------|--------------------------------|--|--|----------------|
| 7th | Corporate | Barclays Bank    | bank charges                   |  |  | 18.50          |
| 1st | Corporate | Lloyds Bank      | bank charges - tbc             |  |  |                |
|     |           | Cornwall Council | Non Domestic Rates - PTC sites |  |  | 8261.00        |
|     |           |                  |                                |  |  | <u>8279.50</u> |

Direct debits:

|          |                |                     |  |        |        |                |
|----------|----------------|---------------------|--|--------|--------|----------------|
| 21.12.21 | Env - toilets  | AUK Supplies        | hand sanitiser, facemasks, sanitiser wipes | 55.91  | 11.18  | 67.09          |
| 20.12.21 | Env - toilets  | Everflow Water      | water - PTC sites                          |        |        | 4910.48        |
| 30.11.21 | LTOS           | Mole Valley Farmers | post                                       | 43.31  | 8.66   | 51.97          |
| 22.12.21 | Administration | SeaDog IT           | website security services annual licence   | 40.5   | 8.1    | 95.00          |
| 1.1.22   | Administration | Sage                | Sage Payroll & pensions                    | 561.44 | 112.29 | 48.60          |
| 31.12.21 | LTOS           | Biffa               | bulk waste bin emptying                    |        |        | 673.73         |
|          |                |                     |  |        |        | <u>5846.87</u> |

Approved by 2 Councillors who are bank signatories:

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



acj

**Padstow Town Council  
Railway & Lawn car park takings 2021-22**

| n/c 4404  |                |                |                |                                  | n/c 4406   |                                 |         |         |                           |       |
|---|----------------|----------------|----------------|----------------------------------|--|---------------------------------|---------|---------|---------------------------|-------|
|   | 2019-20        | 2020-21        | 2021-22        | <i>Budget<br/>2021-22</i>        |  | 2019-20                         | 2020-21 | 2021-22 | <i>Budget<br/>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          | 63818          | 50,000                           |  | 14103                           | 26140   | 27711   | 20000                     |       |
| Oct   | 37094          | 50706          | 57127          | 30,000                           |  | 9496                            | 19619   | 21703   | 15000                     |       |
| Nov   | 5967           | 3732           | 27011          | 5,000                            |  | 722                             | 934     | 5390    | 1000                      |       |
| Dec   | 7972           | 4187           | 17716          | 5,000                            |  | 1445                            | 945     | 4673    | 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         | 480000         | 300000                           |  | 105401                          | 96968   | 184569  | 100000                    |       |
| Railway sub totals<br>Apr-Dec 2021  | 353664         | 250458         | 480000         | 280000                           | 0  | Lawn sub totals<br>Apr-Dec 2021 | 104728  | 96653   | 184569                    | 97000 |
| <b>Apr-Dec</b>  | <b>2019-20</b> | <b>2020-21</b> | <b>2021-22</b> | <b><i>Budget<br/>2021-22</i></b> | <i>Covid pandemic<br/>Lockdown restrictions started to ease on 12.4.21,<br/>with further lifting of restrictions on 17.5.21 and<br/>19.7.21.</i> |                                 |         |         |                           |       |
| <b>Railway</b>  | 353664         | 250458         | <b>480000</b>  | 280000                           |  |                                 |         |         |                           |       |
| <b>Lawn</b>   | 104728         | 96653          | <b>184569</b>  | 97000                            |  |                                 |         |         |                           |       |
| <b>Total</b>  | 458392         | 347111         | <b>664569</b>  | 377000                           |  |                                 |         |         |                           |       |
| <b>Car park takings</b>   |                |                |                |                                  |  |                                 |         |         |                           |       |
| April - December 2021 car park takings are £664,569 this year, which is £287,569 more than the Budget, £317,458 more than the same period last year and £206,177 more than 2019-20. |                |                |                |                                  |  |                                 |         |         |                           |       |

**AGENDA ITEM 10a: CORRESPONDENCE****Councillors Correspondence for Information – January 2022**

| <b>Item</b> | <b>From</b>                             | <b>Referring To</b>   | <b>Notes</b>  |
|-------------|---|---|---|
| a           | Member of public                        | Thank you card for Mayor Bouquet sent for a 101 <sup>st</sup> birthday  |   |
| b           | Neighbourhood Team Leader Sue Honeywill | Email to update that Sue is leaving the Bodmin Wadebridge Neighbourhood team as successfully secured role as Equality Lead for Devon and Cornwall Police. |   |
| c           | Town Clerk                              | Response to Cornwall Transport Plan Consultation  | Following Full Councils resolution on 30.11.21  |
| d           | Bodmin & Wadebridge Police Team         | December newsletter   | Was also emailed to Councillors   |
| e           | Cornwall Council Environment Service    | Information about Pop Up Sites Tenders open until 31 Jan 2022   | Information shared on Councils website/social media and sent to Councillors   |
| f           | Cornwall Community Flood Forum          | virtual 'taster' volunteer community flood warden training. Event taking place online on Thursday 10th February 2022 from 6-8.30 pm.                      | Information was also shared on PTC social media.  |
| g           | Citizens advice Cornwall                | Winter 2021-22 news letter, includes:<br>being wise be green,<br>January fund raising and<br>build brighter future  |   |
| h           | National Coastwatch Institution         | Stepper Point News – Winter 2021 Issue.   |   |
| i           | Bodmin & Wadebridge Police Team         | January newsletter  | Was emailed to Councillors on 17.01.22  |
| j           | Treasurer from Padstow Museum           | Email detailing that the Museum is looking for extra storage space.   | Town Clerk has responded to say that PTC does not have any extra space at this time. If Cllrs have any ideas for storage locations please contact the office. |

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

### **AGENDA ITEM 10b) i) Cornwall Council Hackney Carriage (Taxi) / Private Hire Vehicle, Operator and Driver Licensing Statement of Practices, Procedures and Policy**

#### **Overview**

Cornwall Council has a role as Licensing Authority. In this role, they are responsible for licensing and regulation of the Hackney Carriage (Taxi) and Private Hire trade.

A new draft Policy has been prepared. This brings together all the Licensing Authority's practices and procedures for:

- Taxis and Private Hire Vehicles
- Private Hire Operators
- Taxi / Private Hire Drivers

The draft Policy takes into account the statutory guidance published by the Government in July 2020. The Council has a legal duty to have regard to the statutory guidance. The Department of Transport have stated they expect their recommendations to be implemented unless there is a compelling reason not to.

The primary purpose and overriding objective of the new draft policy is the protection of passengers. However, it is equally important to give a clear message to the public that violence and aggression towards licensed drivers is not acceptable.

#### **How to view the document**

The draft Policy document together with the appendices is available via the following link: <https://www.cornwall.gov.uk/business-trading-and-licences/licences-and-street-trading/licenses-for-taxi-s-and-private-hire/public-consultation/>

Should any Councillors like a hard copy of the draft policy, please contact the office to arrange.

#### **Further details**

Some of the new amendments are below to give Councillors an idea of the changes:

- Drivers will be required to subscribe to the DBS Update Service.
- A DBS basic criminal record check will be required each year for licensed vehicle proprietors and operators. (If operators are not licensed drivers)
- Operators will be required to have sight of basic DBS for all staff who take bookings and/or dispatch vehicles. Operators should check this is compatible with their own policy on employing ex-offenders. (Operators are required to have such a policy)
- There are some slight changes to Private Hire Operator record keeping. There is a new requirement to keep copies of motor insurance for each vehicle used as part of the business.
- A new notice is proposed to be displayed in all licensed vehicles. This is to advise passengers on how to complain. Please refer to document VEH4 within the policy
- There is an additional clause which is proposed in relation to vehicles which have been

#### **Representation to consultation**

The Licensing Service would welcome comments on all aspects of the draft policy. Responses will be used to help inform any changes to the policy. These should arrive no later than **7 February 2022** via email [licensing@cornwall.gov.uk](mailto:licensing@cornwall.gov.uk)

Would Council like to respond?

**AGENDA ITEM 11: CORNWALL COUNCIL HOUSING STRATEGY AND BUDE-STRATTON TOWN COUNCIL RESPONSE UPDATE**

**1. Background**

- 1.1 Council may recall that a member queried if information had been received from Bude-Stratton Town Council in respect of a questionnaire on housing. At the time officers responded that nothing had been forthcoming and when double checking back at the office this was indeed the case.
- 1.2 The Council Support Officer contacted the Bude-Stratton Town Council who advised that things had moved forward. They had contacted Cornwall Council with their concerns around housing and that some local Council's had given general support to their statement (as detailed below), with others providing further information relevant to their local situation. Cornwall Council received the same and initial feedback to Bude Council is that Cornwall Council are preparing to engage with them further, but unsure how or when that will be.

**2. Bude-Stratton Council Statement**

*"Housing was the number one issue that our Cllrs came across when door knocking for May's election, so they are keen to try and make a positive difference. Although this is difficult within the remit of a Town Council, hence the calls for policy changes at a government level and for Cornwall Council as the Housing Authority to take action. The Council has resolved to lobby government to:*

1. End the 'Right to Buy' scheme
2. Scrutinise the principles of Affordable Housing with a view to creating links to local earnings
3. New homes must be prioritised for local need and occupancy
4. Second Homes:
  - a. To allow a multiplier of council tax which is passed to local communities
  - b. Scrutiny of the principle of registering houses as businesses
5. Additions to our housing stock should be delivered to high sustainable living standards and offered with secure and humane tenancy agreements

*If this situation remains unchecked, we fear fracturing of our communities leading to long term social identity issues, workforce problems, loss of family support networks and empty homes bringing a loss of economic vitality and sustainability of our community. Bude-Stratton Town Council urges Cornwall Council to declare a housing emergency based on the BSTC statement.*

*The Council is sending this statement to Scott Mann MP and is also passing it to CALC and NALC for circulation to all Town and Parish Councils for support.*

*We would welcome other Councils passing a similar resolution and adding to the call for action."*

**3. Padstow Parish NDP**

- 3.1 It is worth outlining and reminding Council on the amount of work undertaken in the drafting of Padstow Parish Neighbourhood Plan which outlines and highlights similar issues such as:-



- i) Housing needs and mix (PAD10) – included to satisfy an identified local need and meet local demand, based on up-to-date local housing needs assessment for any major housing schemes to provide a mix of housing sizes, types and tenures.
- ii) Principle Residence Requirement (PAD11) – included to reflect the issues raised locally on second homes.

3.2 As Council will know the NDP covers more than the above, but above is just picking out areas common to points raised by Bude.

#### **4. Cornwall Council Housing Strategy**

4.1 Council will also know that the Town Clerk sought Councillors views on responding to the latest Cornwall Council Housing Strategy consultation and providing a draft response for comment, with only 2 councillors responding no response was made by the deadline of Thursday 13 January 2022.

## **PADSTOW TOWN COUNCIL: 25 JANUARY 2022**

### **AGENDA ITEM 12: VANDALISM**

As Council will know there has been a spate of vandalism over December in our public toilets. The toilets were closed at 4 pm each evening and the local police team contacted. The local police team have stepped up patrols and we have had feedback that they have spoken with some youths in the vicinity. Since Christmas week we have had no other reported incidents in this area. However, we have had a bin at plantation set alight, so it could be that the problems are now moving further out.

The Town Clerk is keeping up regular contact with the local policing team who are keen to help. We have had spikes before, which then seem to die down and pick up again.

**PADSTOW TOWN COUNCIL: 25 JANUARY 2021**

**AGENDA ITEM 13: To discuss and decide on the following planning application:**

The Town Council are consulted on planning applications in their parish. The Council are asked to consider the applications and agree a response to the Planning Authority (Cornwall Council). The applications and their plans can be viewed on the Online Planning Register at [www.cornwall.gov.uk](http://www.cornwall.gov.uk)

Cornwall Council was unable to extend the deadline for consultee comments until the next Planning Committee meeting on this occasion and therefore the below application is due for consideration at Full Council.

- a) **PA21/12561 Byron Southway Windmill Padstow** – Proposed demolition of existing dwelling and construction of new replacement dwelling and associated works.
- b) **PA22/00052 Land North East of Churchy Cottage Padstow Cornwall PL28 8LE** – Non Material Amendment (1) to App No PA21/00471 dated 17.06.21 for Proposed conversion of stable building into a single dwelling, namely changes to windows and extension.

For Councillors information PA21/00471 was SUPPORTED by Padstow Town Council. Below are plans for the approved PA21/00471 application so Councillors can compare to the proposed amended plans.

**PA21/00471 Plans**

**PROPOSED FIRST FLOOR PLAN**  
1:100  
Floor Area: 46.1m<sup>2</sup>

**PROPOSED GROUND FLOOR PLAN**  
1:100  
Floor Area: 64.4m<sup>2</sup>

NOT BE USED AS CONTRACT DOCUMENTS AND CONDITIONS MAY VARY FROM THOSE ON FILE WITH THE PLANNING AUTHORITY. ANY DEVELOPER IS ADVISED TO CHECK THE CURRENT REGULATIONS AND STANDARDS. THE DEVELOPER AND THE PLANNING AUTHORITY SHALL BE RESPONSIBLE FOR ANY CONSTRUCTION VARIATIONS.

| No. | Description | Drawn Date |
|-----|-------------|------------|
|     |             |            |

100-102, High Street, Exeter, Devon, EX1 1AA  
01392 266000  
www.landscapearchitects.co.uk

Project Title  
PROPOSED CONVERSION AND EXTENSION OF STABLES TO DWELLING

Project Address  
CLINCHHEY COTTAGE  
PADSTOW  
PL28 8LE

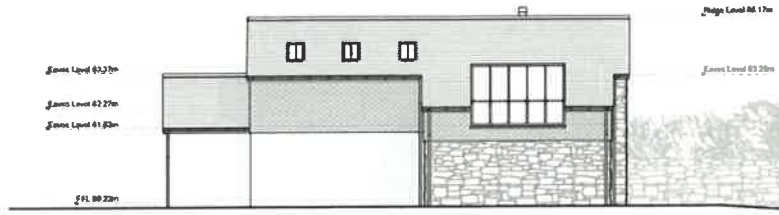
Client  
ROB E. JACKIE HAWKINS

Drawing Title  
PROPOSED FLOOR PLANS

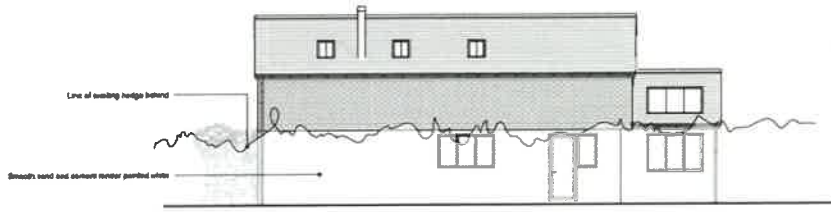
|   |                               |
|---|-------------------------------|
| <small>Scale</small><br>1:150(BA3)          | <small>Drawn</small><br>CHW   |
| <small>Date</small><br>01/21                | <small>Checked</small><br>JNG |
| <small>Drawing No</small><br>19146-PL-01-02 | <small>Rev</small><br>        |

PLANNING

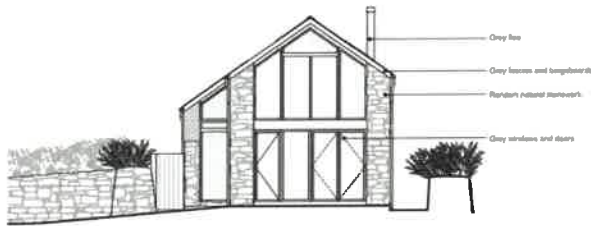
Ground Floor Area: 64.4m<sup>2</sup>  
First Floor Area: 46.1m<sup>2</sup>  
Total Floor Area: 110.5m<sup>2</sup>



**SOUTH ELEVATION**  
1:100



**NORTH ELEVATION**  
1:100



**EAST ELEVATION**  
1:100



**WEST ELEVATION**  
1:100

THE ARCHITECTS & DESIGNERS  
CONSULTANTS AND CONTRACTORS MUST READ OR BE AWARE OF THE  
PLANNING ACT 2008 AND THE PLANNING (LISTED BUILDINGS) REGULATIONS 2017  
BEFORE ANY WORK IS COMMENCED. THE ARCHITECTS AND DESIGNERS  
ACCEPT NO LIABILITY FOR ANY DAMAGE TO THE BUILDING OR  
PERSONS OR PROPERTY CAUSED BY THE WORK. THE ARCHITECTS AND  
DESIGNERS ACCEPT NO LIABILITY FOR ANY DAMAGE TO THE BUILDING OR  
PERSONS OR PROPERTY CAUSED BY THE WORK.

Name

No. Description Date

**la**

PROJECT TITLE  
PROPOSED CONVERSION AND  
EXTENSION OF STABLES TO  
DWELLING

PROJECT ADDRESS  
CURCHEY COTTAGE  
PADSTOW  
PL28 8LE

CLIENT  
ROB & JACKIE HARRISON

DRAWING TITLE  
PROPOSED S AND N ELEVATIONS

SCALE  
1:100 (A3) DW

DATE  
01/21

CHANGED  
19146-PL-02-03

**PLANNING**

THE ARCHITECTS & DESIGNERS  
CONSULTANTS AND CONTRACTORS MUST READ OR BE AWARE OF THE  
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Name

No. Description Date

**la**

PROJECT TITLE  
PROPOSED CONVERSION AND  
EXTENSION OF STABLES TO  
DWELLING

PROJECT ADDRESS  
CURCHEY COTTAGE  
PADSTOW  
PL28 8LE

CLIENT  
ROB & JACKIE HARRISON

DRAWING TITLE  
PROPOSED W AND E ELEVATIONS

SCALE  
1:100 (A3) DW

DATE  
01/21

CHANGED  
19146-PL-02-02

**PLANNING**

## **PADSTOW TOWN COUNCIL: 25 JANUARY 2022**

### **AGENDA ITEM 14: COUNCIL VACANCIES (1 x Padstow Ward and 1 x Trevone Ward) AND COMMITTEE, WORKING GROUP VACANCIES**

As Council will know it is currently carrying two vacancies, one in each ward. As advised to Councillors the Trevone Ward will be filled via election and Padstow Ward via co-option.

Appendix 1 to this report outlines the detail in respect of the Trevone Ward election. **Polling day being Thursday 17 February 2022.**

In respect of the Padstow Ward, the Town Clerk is drafting the co-option paperwork so that this can be advertised this week for applications with a closing date of **noon on Thursday 17 February 2022** for consideration by Council at its February Council meeting.

At present there are a number of vacancies on the following Committees/ Working Groups. Would Council like to appoint to all of these at this time, appoint to some now or wait until the Council vacancies are filled?

The vacancies are:-

Highways, Roads and Transport Committee x 1 vacancy  
Staffing Committee x 1 vacancy  
Planning x 1 vacancy  
Finance and General Purposes Committee x 1 vacancy  
Neighbourhood Development Plan Steering Group x 1 vacancy

## Cornwall Council

# Notice of Election Election of a Town Councillor Padstow Town Council Trevone Ward

### Notice is hereby given that:

- **COUNCILLORS TO BE ELECTED**

An election is to be held for **ONE** Councillor for the said Town Ward.

- **NOMINATION PAPERS**

Nomination papers may be obtained from the Deputy Returning Officer at 3S, Cornwall Council, County Hall, Truro TR1 3AY (01209 614373)

- **DELIVERY OF NOMINATION PAPERS**

Nomination papers **can only be submitted in person** on any day after the date of this notice, but not later than **4 pm on Friday 21 January 2022** to the following location on the specified dates and times: -

**14, 17, 18, 19 & 21 January** to the Deputy Returning Officer, Cornwall Council, 3S, County Hall, Treyew Road, Truro TR1 3AY between the hours of 10.00am – 1.00pm and 2.00pm – 4.00pm

**20 January** to the Deputy Returning Officer, Cornwall Council, Bodmin Library and Information Service, Chy Trevail, Beacon Technology Park, Bodmin PL31 2FR between the hours of 10.00am – 1.00pm and 2.00pm – 4.00pm

- **POLLING DAY**

If the election is contested, the poll will take place on **Thursday 17 February 2022**.

- **Applications to register to vote** at this election close at Midnight on Tuesday 1 February 2022. [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote)

- Electors and their proxies should note that:

**ABSENT VOTING**

**New applications to vote by post** or to **vary or cancel existing postal or proxy voting arrangements** must be sent to the Electoral Registration Officer by not later than **5.00pm on Wednesday 2 February 2022**.

**New applications to vote by proxy** at this election must be sent to the Electoral Registration Officer by not later than **5.00pm on Wednesday 9 February 2022**, except in cases where **unforeseen illness, incapacity, occupation, service or employment** occurs after that time, in which case applications may be received by no later **5.00pm on Thursday 17 February 2022**.

All applications and notices regarding absent voting must be sent to the **Electoral Registration Officer, Cornwall Council, 3S, County Hall, Treyew Road, Truro TR1 3AY**.

Cornwall Council  
3S  
County Hall  
Treyew Road  
Truro  
TR1 3AY

Kate Kennally  
Returning Officer  
13 January 2022



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

|                         | <b>Time</b>                 | <b>Meeting</b>                           |
|-------------------------|-----------------------------|--|
| <b>2022 DATES</b>       |                             |  |
| <b>Tues 25 January</b>  | <b>7.30 pm</b>              | <b>Full Council</b>                      |
| Tues 1 February         | 7.00 pm                     | Leisure Tourism and Open Space Committee |
| *Tues 8 February        | 6.30 pm                     | Highways, Roads and Transport Committee  |
| Tues 8 February         | 7.00 pm or on the rising of | Planning Committee                       |
| Tues 15 February        | 7.00 pm                     | Finance & General Purposes Committee     |
| <b>Tues 22 February</b> | <b>7.30 pm</b>              | <b>Full Council</b>                      |
| ** Tues 8 15 March      | 7.00 pm                     | Planning Committee                       |
| Tues 22 March           | 6.00 pm                     | Staffing Committee                       |
| <b>Tues 29 March</b>    | <b>7.30 pm</b>              | <b>Full Council</b>                      |

\* Additional meeting of HRT

\*\*Request from Planning Committee Chairman, that the March Planning Committee be delayed by one week

Meetings maybe held in either of the following locations:

- Council Chamber, Station House, Station Road, Padstow PL28 8DA
- Church Rooms, Church Street, Padstow PL28 8BG

Confirmation of location will be stated on the meeting agenda, which will be published on the Councils website/noticeboards 3 days prior to the meeting.

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