

PADSTOW TOWN COUNCIL

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2 February 2022

TO: MEMBERS OF THE HIGHWAYS, ROADS AND TRANSPORT COMMITTEE
Councillors K Freeman (Chairman), Mrs J Dawe, R Higman, A N Rees, M
Rickard, D N Vivian and C Watson-Smyth

Dear Member

All Members of the Committee are hereby summoned to attend an extra-ordinary meeting of the **HIGHWAYS, ROADS AND TRANSPORT COMMITTEE** at the Church Rooms, Church Street, Padstow on **Tuesday 8 February 2022 at 6.30 pm** for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Yours faithfully

Kathy 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. 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

Press & Public are invited to attend

1. To receive **apologies for absence**
2. **To receive announcements (if any):** For information only
3. To receive **declarations of interest** relating to items on the agenda in accordance with Padstow Town Council's code of conduct.
4. **Public Participation:** to receive submissions from members of the public relating to items on the agenda, in accordance with the Council's code of conduct & standing orders.
5. **To agree the minutes** of the meeting held on **Tuesday 14 December 2021** (1-3)
6. **Off-Street Parking Service Level Agreement (2022/23) and On-Street Parking Update:** To consider report and discuss and decided on way forward. (4-5)
7. **Date of next meeting:** TBC

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

PADSTOW TOWN COUNCIL
HIGHWAYS, ROADS AND TRANSPORT COMMITTEE: 8 FEBRUARY 2022

Agenda Item 6: Off-Street Parking Service Level Agreement (2022/23) and On-Street Parking Update

1. Overview

- 1.1 The Committee Chairman, Chairman of Finance, Town Clerk and RFO held a virtual meeting with the Community and Civil Parking Enforcement Manager, Zoe Hall, Technical Support Officer, Tracey French was also in attendance.
- 1.2 Concern raised by Councillors Freeman and Higman was that CC was keeping the PCNs as well as charging Padstow Town Council for patrols. They considered this was unfair and that PTC could not enforce its own car parks.
- 1.3 It was clarified that enforcement of car parks was a legislative issue (Traffic Management Act (2004) outlining provision in relation to the civil enforcement of traffic contraventions.) Ms Hall further added that this applied to all Parish and Town Councils. They could no longer do the enforcement themselves and this was being highlighted when updating their Car Park Orders.
- 1.4 It was outlined that the cost that Padstow Town Council pay is for the patrols, these were linked to CC's core visits in order that Padstow Town Council didn't have to pay for the travel time. In terms of the PCNs a lot of which covered the back office function of dealing with the same, processing and dealing with any appeals and chasing any outstanding fines. This took up a lot of hours. It was outlined that since April 2021 to mid-January 2022 of the 302 PCNs issued, 110 had raised an appeal. She added that their enforcement approach was "stepped" with enforcement being the last resort – so engage, explain, encourage and then enforce.
- 1.5 It was confirmed that the SLA for next year would reflect any discounts taking account of PCNs received for 2021/22. In response to a query raised, Ms Hall advised that overall patrols on the Town Council car parks had gone well, there had been some issues with the coach bays, but CC liaised with the Town Clerk and this was addressed.

2. SLA for 2022/23

- 2.1 It was confirmed that the following discounts would be applied:-

Monday to Saturday £29 per hours (instead of £36)
Sundays £36 per hour (instead of £45)
Bank Holidays £43 per hour (instead of £54)
- 2.2 Frequency: It was confirmed that CC would be unable to offer anything above the 4 visits per week (as per current SLA). These to be aligned to the CC Core Visits to save on travel costs.
- 2.3 Additional Hours: It was confirmed that at this moment in time it wasn't possible to provide additional hours however, CC could honour the SLA on the same basis as 2021/22 (2.2 above). However, it was mentioned that

to keep in contact with them and if they are able to do any additional then it could be discussed, all dependent on the resources they had available.

- 2.4 It was confirmed that all other matters within the SLA would remain the same. Budget for 2022/23 set aside was £5,000 which was more than enough.

3. On-Street Parking

- 3.1 It was confirmed that since April 2021 to mid-January 2022 in total for Padstow Parish 230 PCNs had been issued, 2 of which were in Trevone.
- 3.2 Concerns were raised at Trevone with consistent issues with parking problems, particular mention made of vans/builder vehicles that move at the time when the patrols happen then move them back.
- 3.3 Ms Hall offered if any Town Councillor would like to attend with any of her officers to see what they do then that could be accommodated. She also referred to anyone wishing to report a traffic offence to do it via email or "report it" – <https://www.cornwall.gov.uk/report-it/> and parkingenforcement@cornwall.gov.uk

4. Conclusion

- 4.1 Overall it felt that meeting went well and Ms Hall had clarified and helped with the concerns raised. It was also welcomed the discounts that would be applied for next year.

5. Recommendation

- 5.1 Committee is asked to agree to the off-street parking SLA for 2022/23 as per the 4 visits per week to align with CC core visits as per the discounted rates referred to in paragraph 2.1 with the same terms as the SLA for 2021/22.