

PADSTOW TOWN COUNCIL

Minutes of the Annual Meeting of Padstow Town Council held on Tuesday 17 May 2022 at 6.00 pm in the Church Rooms, Church Street Padstow

Present: Councillors , Mrs J Colwill, P Curgenvan, Mrs J Dawe, A P Flide, K Freeman, R Higman, J O'Keefe and C WatsonSmyth

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

- 2022/1 Election of Chair of the Council/Town Mayor:**
RESOLVED that Councillor J O'Keefe be elected as Chairman of the Council/Town Mayor for 2022/23 and he signed his Declaration of Acceptance of Office and took the Chair.
- 2022/2 Election of Deputy Chair of the Council/Deputy Mayor:**
RESOLVED that Councillor R Higman be elected as Deputy Chairman of the Council/Deputy Mayor for 2022/23.
- 2022/3 To receive apologies for absence and announcements:**
Apologies were received from Councillors A N Rees, M Rickard, D N Vivian and Mrs Walter. There were no announcements.
- 2022/4 Declarations of interest from Members:** There were no declarations of interest.
- 2022/5 Dispensations:** There were no dispensations.
- 2022/6 Public Participation:** There was no public participation.
- 2022/7 Election of Committees: RESOLVED** that the following Councillors would form the committees for 2022/23:
- a. **Leisure Tourism and Open Spaces** (7): Councillors Mrs J Colwill, Mrs J Dawe, A P Flide, A N Rees, M Rickard, D N Vivian and Mrs T Walter
 - b. **Highways Roads and Transport** (7): Councillors P Curgenvan, K Freeman, R Higman, A N Rees, M Rickard, D N Vivian and one Vacancy
 - c. **Staffing** (5): Councillors P Curgenvan, A P Flide, K Freeman, M Rickard and Mrs T Walter
 - d. **Planning** (6): Councillors Mrs J Colwill, P Curgenvan, Mrs J Dawe, R Higman and Mrs T Walter
- 2022/8 Election of Council Representatives: RESOLVED** to elect the following Council Representatives:
- Formal appointments:**
- a. Camel Advisory Group: Vacancy
 - b. Wadebridge and Padstow Community Network Panel: Chairman (Councillor J O'Keefe) and in his absence the Deputy Chairman

(Councillor R Higman). The Chairman noted that Councillor Mrs J Dawe had been interested to attend these meetings also. It was outlined at the meeting that Councillors could attend if they so wished. Only the nominated Councillor would have a vote.

Informal appointments:

- c. Padstow Memorial Hall: Councillor K Freeman
- d. Padstow Sea Cadets Unit Management Team: Councillor A N Rees
- e. Padstow Area Library Support (PALS): Councillor R Higman

Noted:

- f. It was noted that as Chairman, Councillor J O'Keefe was the appointed representative to the Cornwall Association of Local Councils (CALC).

2022/9

Committee Terms of Reference/Scheme of Delegation:

Members were supportive of the recommendation that each committee consider its own terms of reference at their first meeting of the year. In addition, it was suggested by a member that the Staffing Committee also consider the Staffing Scheme of Delegation.

RESOLVED that i) each Committee give consideration to its own terms of reference at their first meeting; and ii) the Staffing Committee also give consideration to the Staffing Scheme of Delegation (pages 16-18 of the agenda pages).

2022/10

Emergency Scheme of Delegation: Members gave consideration to continuing the current emergency scheme of delegation in line with previous recommendations from the Cornwall Association of Local Councils. Members generally felt the provision was extremely useful. The Chairman reminded members of the importance of responding fully to ESD consultations to ensure all members inform decision making.

RESOLVED i) That the Council delegates authority to the Clerk in consultation with the Chairman and Vice-Chairman/Mayor and Deputy Mayor to take any actions necessary with associated expenditure to protect the interests of the community and ensure Council business continuity, informed by consultation with the members of the Council; and ii) This scheme of delegation will be reviewed each year at the Annual Meeting of the Council.

2022/11

Dates of Council Meetings: RESOLVED to agree meeting dates for 2022/23 as outlined in the agenda papers.

The Chairman expressed thanks to Councillor WatsonSmyth for his work on behalf of Padstow Town Council as Chairman for the last 3 years.

Meeting closed at 6.25 pm