

PADSTOW TOWN COUNCIL

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25 May 2022

TO ALL MEMBERS OF THE COUNCIL

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

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 31 May 2022 at 7.30 pm or on the rising of the Highways, Roads and Transport Committee, whichever the later** for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Yours faithfully

K E Pemberton

Kathy Pemberton
Town Clerk

COVID: Please note this meeting will be operated with COVID precautions. All attending are asked to respect these provisions which are in place for all our safety.

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 26 April 2022** having been previously circulated and taken as read. (1-6)
- To confirm the minutes** of the Annual Council Meeting held on **Tuesday 17 May 2022** having been previously circulated and taken as read. (7-8)

7. **To adopt the minutes** of the Annual Parish Meeting held on **Tuesday 10 May 2022** having previously been circulated and taken as read. (9-15)
8. **Clerk's Report/Work Programme:** To receive an update for information only. (to follow)
9. **Committees/Working Group Meetings:** (to follow)
 - a) To receive minutes of the Planning Committee meeting (24 May 2022)
 - b) To adopt the minutes and approve recommendations (if any) of the Leisure, Tourism and Open Spaces Committee meeting (10 May and 24 May 2022)
10. **Finance and General Purposes Committee Membership:** To Elect Committee Members to the vacant positions on the Finance and General Purposes Committee. (16)
11. **Highways, Roads and Transport Committee (x1) and Council Representative on the Camel Advisory Group (x1) Vacancies:** To give consideration to vacancies not appointed at the Annual Council meeting. (16)
12. **Finance:**

Monthly Accounts and Payments May 2022 (17-23)

 - 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) To note Community Infrastructure Levy received from Cornwall Council
 - e) To give consideration to Fidelity Guarantee Insurance as per Internal Auditor's recommendation
 - f) Bank Reconciliations: To note their availability for inspection each month
13. **Correspondence:** (24-28)
 - a) To note correspondence for information
 - b) To give consideration to the following:-
 - i) Pre-Engagement Letter from Cornwall Council: Dogs on Beaches
 - ii) Land Use Requests: Bandstand
 - iii) Lanteglos by Fowey Parish Council: Allocation of Social Housing by Cornwall Council
14. **Plantation – Compost Heap Removal and Environment Agency Works:** (to follow)
To receive an update and discuss and decide on way forward.
15. **Memorial Bench Policy Fees:** To give consideration to this matter and discuss and decide on way forward. (to follow)
16. **Emergency Scheme of Delegation Decisions:** To note decisions made between meetings via this mechanism. (29)
17. **Queen's Jubilee Celebrations Update:** To receive an update and discuss and decide on way forward. (30-31)
18. **Reports from Members/Outside Organisations:** To receive reports from meetings attended (if any).

- 19. To Note Future Meeting Dates and to Note Date of Meeting:** Tuesday 28 June 2022 at 7.30 pm
- 20. 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.
- 21. To confirm the confidential minutes** of the Full Council Meeting held on **Tuesday 26 April 2022** having been previously circulated and taken as read.
- 22. Rent Reviews:** To receive an update in this regard and discuss and decide on way forward.
- 23. Use of Council Land: Railway Car Park:** To receive an update in this regard and discuss and decide on way forward.
- 24. Tenant/Lease Matters Update:** 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 26 April 2022 at 7.30 pm in the Church Rooms,
Church Street, Padstow**

Present: C WatsonSmyth (Chairman), J O'Keefe (Vice-Chairman), Mrs J Colwill, Mrs J Dawe, R Higman, M Rickard, D N Vivian and Mrs T Walter

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

2021/192 To receive apologies for absence and announcements:

Apologies were received from Councillors P Curgenven, A P Flide, K Freeman, A N Rees and Cornwall Councillor S Rushworth. There were no announcements.

2021/193 Declarations of interest from Members:

- Councillor C Watson-Smyth declared an interest in agenda item 16 b) PA22/03397 Trethillick Farm Crugmeer Padstow Cornwall;
- Councillor R Higman declared an interest in agenda item 16 a) PA22/03269 Torestin Bay Road Trevone Padstow.

2021/194: Dispensations: There were no dispensations.

2021/195: Public Participation: There was no public participation.

Cornwall Councillor's Report: There was no report. It was noted that Councillor Rushworth had advised the Town Clerk he was looking into the street lighting matter and would report back as soon as possible. The Town Clerk also advised that Councillor Rushworth had stated he was unable to comment on the leisure facility closures because he was a cabinet member but that he felt it was good that a community resolution in Wadebridge was looking positive.

Police Report: The police report for the period 20/02/22 to 24/04/22 was noted.

2021/196 RESOLVED that the minutes of the meeting held on **Tuesday 29 March 2022** be signed as a true record.

2021/197 Clerk's Report/Work Programme: The report was noted for information. There was some discussion on the following items:

Padstow Signage: Member's noted as per Councillor O'Keefe's report that Council's request had now been approved by Cornwall Council and a budget of £5,000 awarded to the scheme. The Town Clerk still awaited details of the full Highway Scheme and timetable.

Youth Support: The Town Clerk confirmed that the local police team had been in touch with the Church, Action for Children and former

youth group volunteer to arrange a meeting to discuss this further. The Core Building had been mentioned as a potential space for any such provision. It was noted this would be progressed through the Leisure, Tourism and Open Spaces (LTOS) Committee.

MUGA: It was noted this would be discussed by the LTOS Committee at its meeting on 10 May.

Skate Park: In response to a member query, the Town Clerk advised there had not been any further incidents of vandalism at the Skate Park and that a report regarding possible CCTV was being prepared for consideration by the LTOS Committee at its meeting on 10 May.

2021/198 Committees/Working Group Meetings:

- a) **RESOLVED** to receive the minutes of the Planning Committee meeting held on 12 April 2022; and
- b) **RESOLVED** to adopt the minutes and approve recommendations (if any) for the meeting of the Staffing Committee held on 20 April 2022.

2021/199 Finance: Monthly Accounts and Payments April 2022

- a) **RESOLVED** to receive the monthly finance report.
- b) **RESOLVED** to ratify payments i) March 'b' 2022 of £4,009.50 and direct debits of £403.57; ii) April 'a' 2022 of £13,394.40, standing orders or direct debits (regular payments of the same amount) of £8,229.15 and direct debits of £540.91; and iii) April 'b' 2022 of £2,034.02, wages of £30,271.39 and direct debits of £56.39
- c) Car park takings were noted.
- d) i) **RESOLVED** to approve the updated Investment Strategy;
ii) **RESOLVED** to approve the Risk Assessment Management Plan 2022; and
iii) **RESOLVED** to approve the direct debits and online payments summary (page 29 of the agenda papers)
- e) Non-Domestic Rates: Members note the rates for 2022-23 as detailed on page 30 of the agenda pages.
- f) **RESOLVED** to agree to close the Council Lloyds bank account ending 9585 that is no longer required.
- g) The availability of bank reconciliations for inspection was noted.

2021/200 Correspondence:

- a) Correspondence for information was noted.
- b) i) **Land Use Request: Padstow Christmas Festival:** There was some discussion on this item. It was noted that subsequent to writing the agenda report correspondence had been received from Nadelik Lowen regarding use of the bandstand in December, however this had not been received in time for consideration at the meeting.

One member commented the Padstow Harbour Commissioners was proposing to hold a public consultation regarding whether

the festival should be held this year. They suggested therefore that it would be prudent to defer any decision in this matter until after this consultation, members were supportive of this approach.

RESOLVED to defer consideration of the land use request from Padstow Christmas Festival until after the Padstow Harbour Commissioner's public consultation on the Festival and further that the Town Clerk seek clarification on this matter from the Harbour Master.

- c) **Royal British Legion Falklands War Remembrance Service:** Members gave due consideration to this item and **RESOLVED** to approve the request from the Royal British Legion to hold a Falklands War Remembrance Service at the War Memorial in Stile Field on Tuesday 14 June 2022 at 11.00 am, subject to receiving appropriate PLI and Risk Assessments to the satisfaction of Council's insurers and health and safety advisors.

2021/201 Statement of Internal Control: Council gave consideration to this matter and **RESOLVED** to approve the effectiveness of the system of Internal Control.

2021/202 Financial Statements: The Chairman referred members to the agenda pages and it was **RESOLVED** to approve the Financial Statements for the year ended 31.3.2022.

2021/203 Budget to Actual Variance Report: The Budget to Actual Variance Report 1.4.2021 – 31.3.2022 as detailed on agenda pages 47 to 50 was noted.

2021/204 Internal Audit Report: Members noted the clear internal audit report.

2021/205 Annual Governance and Accountability Return 2021/22 Section 1: Following consideration of the annual governance statement it was **RESOLVED** to respond with "yes" to Assertions 1 - 8 in Section 1, on which basis it was **FURTHER RESOLVED** to approve Section 1 – Annual Governance Statement 2021/22 of the Annual Governance and Accountability Return 2021/22 and that these be signed by the Chairman of the meeting and the Town Clerk.

2021/206 Annual Governance and Accountability Return 2021/22 Section 2: Following consideration of the accounting statements it was **RESOLVED** to approve Section 2 – Accounting Statements 2021/22 for Padstow Town Council in the Annual Governance and Accountability Return 2021/22, and that they be signed by the Chairman of the meeting.

There was a vote of thanks to the Responsible Financial Officer for her work, in particular the end of year accounts.

2021/207 Planning: RESOLVED to make the following planning application responses to the Planning Authority (Cornwall Council):

Councillor R Higman left the meeting.

a) **PA22/03269 Torestin Bay Road Trevone Padstow** – Ground floor rear extension, first floor dormer external doors giving access to new balcony area.

NOT SUPPORTED; i) Major overlooking issues to numerous properties, especially Beach Bungalow; ii) Loss of privacy; iii) Noise levels; iv) Inadequate parking; and v) Overdevelopment of plot.

Councillor R Higman returned to the meeting. Councillor C WatsonSmyth left the meeting and the Vice-Chairman took the Chair for the next item.

b) **PA22/03397 Trethillick Farm Crugmeer Padstow Cornwall** - Western Power Distribution (WPD) for the Installation of a third wire to the HV line between poles 43DLC11 and 43DLC11B, a total length of approximately 181m.

SUPPORTED

Councillor C WatsonSmyth returned to the meeting whereupon he resumed the Chair.

2021/208 Land Use Request – Stile Field: Members gave consideration to the additional information from the organisers of the proposed Padstow Half Marathon & 10K Running Event which it had requested at a previous meeting. Members were satisfied that the route was now clearer and were generally supportive of the event, subject to the recommendations under paragraphs 3.1 and 3.2 of the agenda report regarding Risk Assessments and PLI.

It was noted that the organisers were a commercial entity and another landowner was charging for use of their land. Members therefore gave consideration to charging a fee for permission but overall did not feel this was necessary.

RESOLVED that based on the additional information provided by the organiser (agenda pages 65-66), the land use request from Run Afan Forest Ltd for access across Stile Field as part of the running route for a Padstow Half Marathon and 10K running event on Saturday 24 September 2022 commencing at 9am be approved, subject to receiving to the satisfaction of Council's insurers and health and safety advisors i) relevant public liability insurance details; and ii) relevant risk assessment details acknowledging the uneven nature of the route.

2021/209 Emergency Scheme of Delegation Decisions: RESOLVED to note the decisions made via the Emergency Scheme of Delegation

as detailed on agenda page 67 having been previously circulated and read.

2021/210 Band Road Closures – Use of 4x4 Response Service: The Town Clerk referred members to the agenda report in this regard. It was noted that suggestion had come from a member of the Leisure Tourism and Open Spaces Committee, it was thought use of the service would provide more flexibility and was worth exploring. Members were generally supportive of using the 4x4 Response Service and noted the donation request of £45 per day.

RESOLVED to agree to use 4x4 Responders to undertake the bandstand road closures (subject to their availability) for a donation fee of £45 per Sunday but that this be subject to receiving Risk Assessments and Public Liability Insurance to the satisfaction of Council's insurers and Health and Safety advisor.

2021/211 Queen's Jubilee Celebrations Update: Further to the update in the agenda papers, Councillor Mrs Dawe advised that the Fire Brigade were liaising with Cornwall Council regarding a risk assessment for attending the Fun Day. It was noted that the risk assessment was required by Council's insurers as part of the event insurance.

Mention was made that Councillor volunteers were still needed for the Senior Citizens cream tea, the shop window judging and the Fun Day. Councillor Rickard confirmed he would attend the Senior Citizens cream tea. Councillors Mrs Dawe, Mrs Walter and Mrs Colwill advised they would attend on the Fun Day and the Town Clerk requested they confirm to the office the times they were able to attend. It was also noted that some volunteers from Nadelik Lowen hoped to be in attendance at the Fun Day and that confirmation of who those people would be was also required.

It was noted the Jubilee field was in need of tidying and that this was on the Maintenance Team's schedule and would be undertaken as close to the event as possible. The Town Clerk also confirmed the jubilee bench was being refurbished and would be rededicated and that the Jubilee gate had been repainted.

It was noted the music schedule for the day was still "a work in progress" and mention was made that this detail and final confirmation of the activities would be helpful in order to progress a flyer and promote the event.

The Chairman expressed thanks to Councillors Mrs Dawe and Mrs Walter for their work in organising the Jubilee events.

2021/212 Tesco Bus Shelter: Consideration was given to the offer from Fernbank to replace the existing Tesco shelter with a modern Eco Living Roof Bus Shelter made of glass and to extend the current

agreement with Padstow Town Council. Generally, it was felt the new shelter would help to reduce anti-social issues and members were supportive of its replacement, subject to relevant Cornwall Council approvals. It was noted that a provision for the bus shelter was included during the budget setting for 2022/23 and that this could be used to assist with the removal of the materials from site as requested by Fernbank.

RESOLVED to i) accept the offer from Fernbank to replace the Tesco Bus Shelter with a modern glass Eco Living Roof Bus Shelter and to assist with the removal of debris at cost to Padstow Town Council; and ii) to extend the current agreement by adding an additional 4 terms (16 years) to the agreement from 2027.

2021/213 Padstow Parish Neighbourhood Plan: Members noted the progress of the Padstow Parish Neighbourhood Plan, the modifications to the plan as proposed by the Independent Examiner and the next steps. In response to a member query the Support Officer advised that the removal of Stile Field as a Local Green Space (LGS) had been expected, as an extensive tract of land it did not strictly qualify as a LGS. However, as the Town Council own Stile Field its exclusion was not considered to be an issue.

RESOLVED to note and endorse the modifications to the Padstow Parish Neighbourhood Plan as recommended by the Independent Examiner.

2021/214 Reports from Members/Outside Organisations: Members noted the update from the Vice-Chairman in the agenda papers sent "to follow".

2021/215 Dates of Council Meetings: Future meeting dates, including the omitted Leisure Tourism and Open Spaces Committee meeting on Tuesday 10 May 2022 were noted. Dates for the May meetings were noted as follows: i) Tuesday 10 May 2022 at 7.30 pm [Annual Parish Meeting]; ii) Tuesday 17 May 2022 at 6.00 pm [Annual Council Meeting]; and iii) Tuesday 31 May 2022 at 7.30 pm [Usual Council Meeting]

2021/216 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.

2021/217 RESOLVED that the **confidential minutes** of the full Council meeting held on **Tuesday 29 March 2022** be signed as a true record.

2021/218 RESOLVED to adopt the confidential minutes and approve recommendations (if any) of the Staffing Committee meeting held on 20 April 2022.

2021/219 Tenant/Lease Matters Update: Members noted the updates.

Meeting closed at 8.14 pm

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

PADSTOW TOWN COUNCIL

Minutes of the Annual Parish Meeting held on Tuesday 10 May 2022 commencing at 7.30pm in the Church Rooms, Church Street, Padstow

Present: Padstow Town Council (PTC): Councillor C WatsonSmyth (Chair of the Council and Town Mayor), J O'Keefe (Vice-Chairman), P Curgenvin, Mrs J Dawe, A P Flide, K Freeman, R Higman, A N Rees, M Rickard, D N Vivian and Mrs T Walter

In Attendance: 4 members of the public
Councillor Stephen Rushworth: Cornwall Council
PC Alex Allen: Neighbourhood Beat Manager, D&C Police
Mrs K Pemberton: Town Clerk, Padstow Town Council
Mrs S Daly: Support Officer, Padstow Town Council

1 Apologies: were received from Councillor Mrs J Colwill

2 The minutes of the last Annual Parish meeting held on Tuesday 1 June 2021 were agreed as a true record of the meeting and signed by the Chair.

3 Mayors report: The Mayor opened the meeting by welcoming all and noting that it had been an interesting year following a difficult couple of years for everyone. He noted it had been nice to see the return of May Day which he felt had been a success and he expressed thanks to the Oss Committees for their work given the increasing number of difficulties they faced.

The Mayor noted that COVID had been generally difficult but that the Town Council had "on the whole overcome this well". The first lockdown had caused "belts to be tightened" but he was pleased that the Council had managed not to set a precept again. He expressed his thanks to the Staff and to the Committees that work on the Council's finances. He confirmed that Council's audit reports were all clear even after such a challenging couple of years.

The Mayor provided an update on the Padstow Parish Neighbourhood Plan, noting that the Town Council had now done all that it could do in this regard. The Plan was with Cornwall Council and their acceptance of the Plan and the independent examiners modifications was awaited. If approved, Cornwall Council would arrange for the Plan to go to referendum. The Mayor stressed the importance of voting in the referendum and it was confirmed that in order for the Plan to be "made" more than 50% of the votes received would need to vote "yes".

The Mayor was pleased to confirm that the Council had again been in a position to hand out community grants and advised that the Council had several projects "on the go". These included:

- Building a Multi-Use-Games-Area on the tennis courts – works for which were hoped to start this winter;
- Town Signage – the Council was liaising with Cornwall Council Highways to improve out of town signage to alleviate traffic problems;

- Youth provision – the Council was liaising with the local police team and others to discuss possible youth provision for the town. This was something the Mayor wished to see move forward, perhaps utilising the Core Building in some way;
- Tesco bus shelter – this would be replaced with a modern, eco-living bus shelter made of glass which would hopefully deter anti-social behaviour;
- Bandstand Performances – These would be returning for Sunday performances between July and September;
- The Queen’s Platinum Jubilee – A lot of work had gone into arranging a number of events including beacon lighting in Padstow and Trevone and a family fun day. The Mayor expressed special thanks to all volunteers for their time and work on the events in particular the Gas Shack and Nadelik Lowen.

The Mayor concluded that on a personal level he wished to thank staff both outside and inside for their support during his 3 years as Mayor. He felt Padstow was well kept and wished to thank everyone for all that they do. There was a vote of thanks to the Town Council staff.

4

Cornwall Councillor Report: Cornwall Councillor Stephen Rushworth began by apologising for missing several meetings to date, this was due to clashes with Cornwall Council meetings.

Councillor Rushworth noted that locally he had been helping solve housing, parking and planning issues. He had recently met with Councillors Freeman and O’Keefe to look at highway issues which had been accepted by Cornwall Council for action. He had also spoken with Councillors Mrs Walter and Higman regarding traffic problems in Trevone and Harlyn.

An update was provided regarding the request for lighting on the path to the Church. Cllr Rushworth advised that Highways had confirmed there were no funds available for this and it was not part of their remit. He had approached Street Lighting to see if they had an available budget.

Cllr Rushworth noted that he was happy to support the Council to look at a Public Spaces Protection Order like the one recently agreed for St Ives. He commented though that he was not sure how this would fit with the involvement of the Harbour Commissioner’s land, it was acknowledged that areas affected were mainly theirs or on the Highway.

Cllr Rushworth advised that the Government had announced changes to Council tax which would allow Cornwall Council to apply to charge second homes full Council tax fees.

As part of his role as portfolio holder for economy he advised he was working on a scheme that would support local fisherman to make improvements to their boats and equipment. Currently to access grant funding from the MMR, fishermen were required to

have 20% of the costs upfront. He hoped to set up a fund which would help with the cashflow of this 20%. He considered that although this was a scheme for the whole of Cornwall it might be possible to use it to help make improvements to the quayside in Padstow. He advised that Cornwall Council were also looking to invest in quotas and help with special rates for fishing start-ups.

Councillor Rushworth advised that he had awarded two grants from his community chest to Padstow. One was to Trevone Village Hall and the other to the Gig Rowing Club.

It was noted that a community trust was looking to run the swimming pool at Wadebridge and a deal was almost ready.

The following questions and comments were received from those in attendance:

- i) Concerns were expressed regarding the condition of a) the Link Road car park including: faded parking lines, broken fencing, lack of safety rail on the slope, condition in winter, water run-off on the western side; and b) Little Hill which had not been swept by the Council since last November.
- The Town Clerk noted that she had previously raised concerns with the previous Cornwall Councillor about the classification of Hill Street as a Bronze route and the need for it to be raised to Gold (meaning more frequent sweeps) due to heavy use. She noted that Padstow Town Council sweep it when it gets particularly bad. Councillor O'Keefe commented that Highways Officer Oliver Jones had advised it had been put out for tender at the beginning of the year. Councillor Rushworth advised that he would ask the question at County Hall and noted that there had been some big restructuring at County Hall especially in property. He would speak to the Cabinet Member for Car Parking regarding the Link Road issues and report back.
- ii) Thanks were expressed for the information regarding street traders and congratulations offered on the clearing of the underpass.
- iii) The Foyer building in New Street built specifically for residential youth provision was advertised for sale but no notification or offer to purchase had been given to the Town Council, were Cornwall Council getting rid of youth provision in Padstow?
- Councillor Rushworth considered that the building should first have been offered to the Town Council, he would look into the matter and report back.

5.

PC Alex Allen addressed the meeting noting that there were now 3 Neighbourhood Beat Managers covering Padstow as part of a wider area. This increase in staff numbers meant he hoped there might be a return to named Beat Managers for each area.

PC Allen noted it had been a difficult couple of years both in terms of policing during a pandemic and reduced contact with the

community. He was pleased that during that time Padstow had been successful in setting up a community group, One Padstow. By working together, the group was able to tackle issues at an early stage during the influx of people last summer. He advised that "behind the scenes" the group discuss matters such as street trading which was a "work in progress" with the police, Harbour Commissioners and the Town Council looking at the future of this together and considering implementing a policy similar to St Ives.

PC Allen confirmed that something of concern at the moment was the increase in anti-social behaviour and the impact of that on businesses and residents in recent years and the resulting increase in tensions. He also confirmed that there had been an increase in crime in Padstow during the last year statistically, however, he felt it important to recognise that these figures were compared to a pandemic year and also to acknowledge the way in which figures were recorded. For example, people visiting or staying in holiday homes during lockdowns would be recorded as anti-social behaviour. Crime generally decreased during travel restrictions but across the country there had been an increase as the country "opened up". The statistics for Padstow during the period 01/05/2021 to 08/05/2022 (appended) were noted.

PC Allen wished to address concerns expressed elsewhere by members of the public in respect of a serious incident in Padstow on Easter Sunday involving young people and a potential weapon. An individual was currently on police bail. The police had received a number of reports concerning this and he was aware of some tensions however, he wanted to reassure all that this person was allowed to go about their daily business and should be considered innocent until proven guilty.

PC Allen confirmed he had attended May Day from 4pm and thought it had been excellently managed adding that it was great to see people enjoying themselves. There had been some incidents, one of which was an alleged assault at the fair but on the whole it had been a great day. One question which was being asked by a few of his bosses was whether Padstow wanted the fair on May Day. From a police perspective, most issues were linked to, and around, the fair and the thought was - would removing the fair or replacing it with eateries help to reduce crime and anti-social behaviour on the day? It was suggested by a Councillor that removing the fair could see the issue pushed out into the town instead. It was acknowledged that the fair was on the Harbour Commissioners car park.

In response to a concern that the reporting of crime took too long, PC Allen advised that currently police staff were still required to take 5 days absence if they had COVID and this was having a knock-on effect on the 101 service. He noted that whilst not ideal, the D&C Police live web chat was a good way to report non emergencies and was often quicker than 101.

PC Allen advised that anecdotal evidence indicated there were more issues with the trafficking of drugs and the possession of drugs in

Padstow and this was an increasing problem. Drug operations were becoming more transient due to County Lines targeting vulnerable people and this was moving into Padstow. He emphasised that to tackle this, the police rely on local intelligence and advised that anyone worried about reporting anything can do so anonymously. The police were looking at other information and also speaking with other agencies to tackle how drugs were coming into Padstow. It was suggested that the issue was also a societal one in that there was an increase in the use of recreational cocaine and therefore a demand which needed to change too.

In response to a query from a Councillor, PC Allen advised ways in which suspicious activity could be reported such as live webchat, noticing vehicle details and patterns of behaviour e.g time and place. It was suggested that a communication about this for the public could be discussed as part of One Padstow. It was noted that PC Amy Honeywill, the Vicar, the Town Council and a youth worker would be having a meeting to perhaps lay the groundwork for a youth provision which may also help to tackle anti-social behaviour. The Town Clerk added that if the police wanted to share any information on how to report such incidents that it could be shared on Padstow Town Council media platforms to help get the message out.

Open Forum:

The following questions and comments were received from those in attendance:

- i) What plans were there to improve the young people's play area in the Lawns Car Park?
 - The Town Clerk advised that the young people's play area was being replaced with a new scheme. It was hoped this would be undertaken this winter.
- ii) Concern was expressed about the Cornwall Council owned play areas which were in an extremely poor condition and "dangerous at best"
 - Councillor Rushworth suggested the Town Council might wish to consider putting a package together to take on the Link Road Car Park and to devolve the play areas in the same deal. In response it was noted that the Town Council is limited in personnel resources and that the more immediate issue was the safety of the equipment and it was requested that Councillor Rushworth take this point back to Cornwall Council.
- iii) Comment was made that the use of electric vehicles was increasing and the potential need for greater provision in the area was highlighted.
 - Councillor Rushworth commented that the grid connection couldn't take the demand created by increased electric vehicle usage.
- iv) A member of the public expressed thanks to the Town Council for the work that it does. However, they felt that White Shelter required attention and investment, considering that it was not

swept out frequently and that there was detritus behind it. They understood that the plantation compost heaps were being removed which they were pleased about and added that they thought the upkeep of Stile Field and Lawns were "brilliant".

Meeting closed at 8.34 pm

DRAFT



Devon & Cornwall Police
Building Safer Communities Together

Crimes Recorded – 01/05/2021 to 08/05/2022

Padstow Town Council - Police and Crime Report 5th May 2022

The below report provide directs comparison of crimes and incidents recorded between 1st May 2021 and 5th April 2022. The statistics reflect those crimes/incidents that took place in the Padstow Area (Beat Code BW3L).

Offence	Recorded Crime 01/05/2021 to 08/05/2022	Recorded Crime 01/05/2020 to 08/05/2021	Recorded Crime % Difference
Violence with Injury	26	13	100%
Violence without Injury	15	20	-25%
Stalking & Harassment	16	12	33.3%
Rape	6	5	20%
Other Sexual Offences	1	5	-800%
Robbery	1	0	-
Burglary Dwelling	3	1	200%
Burglary Non-Dwelling	5	4	25%
Vehicle Offences	6	3	100%
Theft from the Person	1	1	0%
Bicycle Theft	0	1	-100%
Shoplifting	2	11	-81.8%
All Other Theft Offences	20	11	81.8%
Arson	1	2	-50%
Criminal Damage	33	38	-13.2%
Public Order Offences	13	3	333.3%
Possession of Weapons	2	0	-
Trafficking of Drugs	2	1	100%
Possession of Drugs	2	2	0%
Other Offences	6	1	500%
Total	161	134	20.1%
Non-Notifiable Offences	5	8	-37.5%

PADSTOW TOWN COUNCIL: 31 MAY 2022

AGENDA ITEM 10: FINANCE AND GENERAL PURPOSES COMMITTEE MEMBERSHIP:

The membership of the Finance and General Purposes Committee is 8 members drawn from chairs of LTOS, HRT, Staffing, the Mayor and Deputy Mayor along with 3 further members.

At the time of writing this report only the LTOS Committee has met and appointed Councillor A P Flide as its Chairman. Both HRT and Staffing Committees are meeting immediately before the Council meeting. The Town Clerk will update accordingly as to these appointments verbally at the meeting in order that the Council is then able to appoint to the remaining vacant positions.

As it stands at present already on the FGP Committee are:-

Councillor J O'Keefe	- Mayor
Councillor R Higman	- Deputy Mayor
Councillor A P Flide	- LTOS Chairman
TBC	- HRT Chairman
TBC	- Staffing Chairman

Plus 3 other Councillors from the Council

AGENDA ITEM: 11: HIGHWAYS, ROADS AND TRANSPORT COMMITTEE (X1) AND COUNCIL REPRESENTATIVE ON CAMEL ADVISORY GROUP (X1) VACANCIES

Council will know at its last meeting it was unable to make appointments to the above positions. Do Council wish to appoint to these at this meeting?

Full Council - Agenda item 12
Finance Report

- a) to receive the monthly Finance Report.
- b) to approve accounts for payment and ratify payments made since the last meeting.
- c) to note the car park takings.
- d) to note that £6914.97 has been received from Cornwall Council for the Community Infrastructure Levy. This will be used to help fund the MUGA and play equipment.
- e) to give consideration to the Fidelity Guarantee insurance as per the Internal Auditor's recommendation.
- e) Bank reconciliations - to note their availability for inspection each month.

Finance Report - Agenda item: 12a

Budget Report for the period 1.4.22 - 30.4.22

	Actual	Budget	Budget 1.4.22-30.4.22
Revenue Income	137,826	49,442	820,705
Revenue Expenditure	76,539	95,500	771,075
Capital/project expenditure	13,104	30,083	361,000

Debtors outstanding for more than 3 months:

One of £7078 including VAT.

Creditors outstanding for more than 3 months:

None

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

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

To ratify payments made:

ACCOUNTS OUTSTANDING
May' a 2022

Date	Cost centre	Supplier	Details	Net	VAT	Total
21.4.22	Capital/projects	Masons Kings	2 ride on mowers less trade ins (per ESD 22.9.21)	10350	2070	12420
15.4.22	Central Services	Wombie Bond Dickinson	Grant - Old 'Oss party			2750
12.4.22	Investment Properties	Wombie Bond Dickinson	legal fees - lease renewal	1311.6	262.32	1573.92
21.4.22	Corporate Services	Kernow Training	legal fees	1262.7	252.54	1515.24
11.4.22	LTOS	South West Councils	NPTC safe use in pesticides training - PTC staff			595.00
13.4.22	Administration	Cornwall Council	annual subscription	465	93	558.00
19.4.22	HRT	Padstow Petrol Station	CEO 1 month			459.60
11.4.22	LTOS	Tudor Environmental	fuel	348.98	69.8	418.78
13.4.22	LTOS	Kestrel Guards	Personal Protective Equipment (PPE), barriers, safety helmets, face shields etc	338.63	65.87	404.50
8.4.22	Corporate Services	Wallgate	check call service 1 month	300	60	360.00
11.4.22	Env - toilets	Wallgate	door catch key & Walcare soap	260.62	52.12	312.74
19.4.22	Env - toilets	Wallgate	infra red sensors for toilet flushes	224.2	44.84	269.04
14.4.22	Central Services	SeaDog IT	Grant - Padstow & District Sea Angling Association			200.00
22.4.22	Administration	SW Hygiene	website template creation			180.00
1.4.22	Env - toilets	Masons Kings	sanitary unit and nappy unit servicing - 1 month	148.99	29.8	178.79
29.4.22	LTOS	RW Daker	strimmer cord & metal & plastic disks	97.76	19.55	117.31
13.4.22	Env - toilets	Funky Panda/Cher's Funky Faces	repair leaking urinal	89	17.8	106.80
14.4.22	Capital/projects	Flowbird	QPJ - face painting booking fee (50% of cost)			105.00
20.4.22	HRT	Cornwall Council	Smartfolio	85	17	102.00
20.4.22	Administration	St Petroc's Church	seagull proof sacks			66.00
26.4.22	Administration	Sea Spray	Church rooms hire			50.00
11.4.22	Administration		window cleaner			20.00
12.4.22	LTOS		duct tape, USB flash drives - megaphone (reimburse staff)			18.85
12.4.22	Administration		kettle (reimburse staff)			9.99
						22791.56

Direct debits:

1.4.22	Corporate Services	PARK NOW Ltd	RingGo fees 1 month (partly received as income)	1386.53	277.3	1663.83
12.4.22	LTOS	AUK Supplies Ltd	wheeie bin liners	66.6	13.32	79.92
13.4.22	Env - toilets	AUK Supplies Ltd	toilet rolls & bin liners	286.31	57.25	343.56
8.4.22	Administration	SeaDig IT	website hosting			25.00
26.4.22	Env - toilets	AUK Supplies Ltd	toilet rolls etc	334.38	66.88	401.26
30.4.22	LTOS	Biffa	bulk waste bin emptying	747.56	149.51	897.07
1.5.22	Administration	Sage	Sage 50 Payroll	43	8.6	51.60
						3462.24

Approved by 2 Councillors who are bank signatories:

Date	Name	1	2
Signature	Signature	1	2

To ratify payments made:

ACCOUNTS OUTSTANDING
May 'b 2022

Date	Cost centre	Supplier	Details	Net	VAI	Total
5.5.22			Grants 2022-23:			£
"			Padstow Sea Cadets			2150
"			Royal British Legion			1500
"			Nadeijk Lowen Padstow			1000
"			Padstow School PTFA			950
"			1st Padstow Girl Guides			180
30.4.22	HRT	G4S	car park machines cash collections	921.77	184.35	1106.12
29.4.22	Administration	Tanist Ltd	Cloudberry back up, Cloud Telephony service & IT support	459.55	91.91	551.46
6.5.22	Corporate Services	Kestrel Guards	check call service	300	60	360
27.4.22	HRT	Flowbird	car park machines maintenance contract	218.15	43.63	261.78
1.4.22	Capital/projects	Cornwall Conveniences Ltd	QPJ portable toilets	199.5	39.9	239.4
1.5.22	LTOS	Total Pest Control	pest control - Rope Walk allotments	135	27	162
22.4.22	LTOS	Greenham	PTC clothing	104.85	20.97	125.82
1.5.22	Env - toilets	Churchill	legionella control support 1 month	97.52	19.5	117.02
7.4.22	Capital/projects	Funky Punky/Cher's Funky Faces	QPJ - face painting			105
5.5.22	Capital/projects	Edyvean Printers	QPJ leaflets - beacon, window display			56.00
8.5.22	Administration	SeaDog IT	website support			44.95
			Standing orders or Direct Debits (regular payments of the same amount):			<u>8909.55</u>
7th	Corporate	Barclays Bank	bank charges			18.50
1st	Corporate	Lloyds Bank	bank charges - tbc			
		Cornwall Council	Non Domestic Rates - PTC sites			8221.00
						<u>8239.50</u>
			Direct debits:			
4.5.22	Env - toilets	AUK Supplies	handwash, cloths, hand towels, wipes etc	65.52	131.12	78.64
						<u>78.64</u>

Approved by 2 Councillors who are bank signatories:

Date	Name	1	2
	Signature	1	2

Agenda item 12b

Padstow Town Council									
Railway & Lawn car park takings 2022-23									
n/c 4404						n/c 4406			
	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>Budget</u>		<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>Budget</u>
				<u>2022-23</u>					<u>2022-23</u>
Apr	23	26780	48919	20,000		0	6503	16638	5000
May	692	54029		40,000		63	19405		15000
Jun	3556	70341		50,000		485	30490		21000
Jul	51165	76531		60,000		20726	32816		25000
Aug	71756	86647		70,000		27741	35878		25000
Sep	64641	63818		50,000		26140	27711		21000
Oct	50706	57127		45,000		19619	21703		20000
Nov	3732	27011		20,000		934	5390		4000
Dec	4187	17716		10,000		945	4673		3000
Jan	784	13736		10,000		60	3390		2000
Feb	569	20283		10,000		43	5503		4000
Mar	2395	25304		10,000		212	6216		5000
	<u>254206</u>	<u>539323</u>	<u>48919</u>	<u>395000</u>		<u>96968</u>	<u>199678</u>	<u>16638</u>	<u>150000</u>
Railway	23	26780	48919	20000	Lawn	0	6503	16638	5000
sub totals					sub totals				
Apr '22					Apr 22				
Apr	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>Budget</u>					
				<u>2022-23</u>					
Railway	23	26780	48919	20000					
Lawn	0	6503	16638	5000					
Total	23	33283	65557	25000					
Car park takings									
April 2022 car park takings are £65,557 this year, which is £40,557 more than the Budget and £ 32,274 more than the same period last year.									

Full Council 31.5.22

Agenda item 12e Internal Audit Report

Internal Audit Report

The Council received a clear Internal Audit report on 4.4.22. However, there was a recommendation: 'The cost of increasing the Fidelity Guarantee should be explored and a risk assessed decision taken on whether to proceed.'

'The Fidelity Guarantee, which stands at £1.2 million, is no longer adequate given the surplus that has accrued during the year.'

The RFO investigated this matter a few months ago, when the insurance was reviewed and received the following from our insurance broker:

'Unfortunately RSA are not permitting increased limit of indemnity on the Fidelity cover on this policy.

We could obtain you quotation for a separate policy for the higher limit, but would need the attached proposal form completed.

I need to warn you too that the premiums for these types of separate policy are high, as in thousands of pounds.'

The Council is covered up to £1.2 million and it would only be any excess that was not covered. The MUGA and play equipment update are in the 2022-23 Budget, which will reduce the amount in the bank.

Does the Committee agree to leave the Fidelity Guarantee at £1.2 million and review again in October at the next insurance review?

AGENDA ITEM 3q: CORRESPONDENCE**Councillors Correspondence for Information – May 2022**

Item	From	Referring To	Notes
a	Carer's Club	Grant thank you letter	
b	Padstow British Legion	14 June 11am Stile Field War Memorial Falkland War Service.	Approval was granted at Aprils Full Council, subject to H&S Advisory being satisfied. H&S satisfied, so event proceeding. All Councillors invited to service.
c	Cornwall Council	Forest for Cornwall Spring 2022 Newsletter	
d	D&C Police	May Newsletter	
e	Cornwall Council	Meet the Leader – Cllr Linda Taylor	Venues: <ul style="list-style-type: none">• 25 May - St John's Hall, Penzance• 6 June - Newquay Tretherras School, Newquay• 22 June - Ivor Potter Hall, The Parkhouse Centre, Bude• 4 July - Old Cattle Market, Helston• 19 July - Public Hall, Liskeard All sessions will have a 7.30pm start time, with doors open from 7pm.

AGENDA ITEM 13b) Correspondence

Bi) Pre-engagement letter from Cornwall Council: Dogs on Beaches

Cornwall Council has written to local town and parish councils and private beach owners to seek early views regarding the renewal of the Public Open Space Orders (PSPO's), relating to seasonal dogs on beach restrictions. The PSPO's must be renewed every 3 years, the current order is due to expire and a new order will come into effect April / May 2023. They are asking for early views prior to a formal public engagement taking place Autumn 2022. Within our parish there are currently 2 beaches with dog restrictions:

Beach	Dates	Times
St George's Well, Padstow	1 July - 31 August	10am - 6pm
Trevone Beach, Padstow	15 May – 30 September	10am – 6pm

Cornwall Council last engagement was in 2019 where they also sought early views. Before the 2019 consultation the 2 beaches in our parish had restrictions from Easter Day until 30 September. In 2019 the Council made the following decision which was submitted to Cornwall Council:

RESOLVED to respond as follows:- i) Cornwall Council to have a fixed start date countywide of 1 April and Dog Bans in the parish remain as they are; and ii) to advise Cornwall Council that in order for Trevone to maintain its Blue Flag Status Dog Orders are required and therefore they should remain in place.

(As per minute number FULL COUNCIL 2019/19 bi)

They are now asking 'Having harmonised restrictions making them simpler to understand we are keen to know if this has been helpful to yourselves?' also 'We would also be interested to hear your views on enforcement of beach restrictions and ask if you have any resources you could commit to assist.'

They are asking for comments by **17th June 2022**.

You can view all current dog restrictions online at:

<https://www.cornwall.gov.uk/environment/animal-welfare-and-enforcement/dogs-on-beaches/>

Bii) Land Use Requests: Bandstand

Council is asked to give consideration to two requests for the bandstand, as outlined:-

1. Nadelik Lowen: 21 November 2022 to 16 January 2023

1.1 Nadelik Lowen has contacted the Council asking permission for the 'Tree of lights' to be on the bandstand this year.

1.2 They are asking that the tree to be put in place the week commencing 21st November and will be removing it week commencing 16th January. With Nadelik Lowen set to take place on the 26th November.

2. Padstow Christmas Festival: 2 December to 4 December 2022

2.1 At April's Full Council meeting Council decided to defer to request from the Padstow Christmas Festival, as follows:-

RESOLVED to defer consideration of the land use request from Padstow Christmas Festival until after the Padstow Harbour Commissioner's public

consultation on the festival and further that the Town Clerk seek clarification on this matter from the Harbour Master.

- 2.2 The Town Clerk sought confirmation from the Harbour Master who confirmed it would be going ahead and provided further detail as below which he was happy be included with these agenda papers:-

"Dear Tina,

Thank you for making time to attend the Special meeting of the Padstow Harbour Commissioners to discuss the Padstow Christmas Festival.

The comments of the stakeholders and yourselves as the festival organisers were taken to the PHC May meeting and I am instructed to reply as follows.

Permissions were previously granted in principle for the festival on the basis of the special meeting taking place. The meeting was beneficial for the Commissioners to understand any comments and concerns of stakeholders and to ensure proper consultation on an activity which takes place on their land.

The Commissioners consider the large revenue generated in the local economy, the continued charitable donations and extended employment in the area at a time which might usually be quiet, to be of significant benefit to the local area. On the basis of the latter, the Commissioners have granted full permissions for the 2022 Padstow Christmas Festival.

However, the Commissioners do take onboard some of the stakeholders concerns and would like to ensure that all of the provisions contained in the proactive email received before the meeting, are implemented in some way.

Please could you keep the Commissioners informed on all developments, including confirmation from the bus company that they will be operating on the festival weekend, any communications with Steve Rushworth regarding assistance from highways, space available for local stalls, proposed parking/resident signage and further ideas on the additional provision of adequate toilets for festival customers. We look forward to welcoming back the festival."

To help Council in their consideration in this regard please note their original request:-

The Council is asked to give consideration to the following request from the Christmas Festival organisers for use of the Bandstand:

*"I would like to ask **permission to use the bandstand from the 2nd until 4th December for live music.** You have mentioned that this might not be possible as the seats are bolted to the bandstand. If they could be moved it would be great. If not, would the council consider giving us permission to use the land under the coastal footpath opposite the Red Brick building near where Sealife Safaris have their booking office. We have had a look and there is enough room to put the marquee and it would bring more people to the otherside of the quay. We do know there are one or two things that would need attention from a H&S point of view but these could all be sorted. I look forward to hearing your thoughts on this."*

The Support Officer can confirm only the benches in front of the bandstand on the pavement are bolted down. The team could therefore move the benches on the bandstand as in previous years. If members are minded to approve either request, it is recommended that this be on the basis that risk assessments and Public Liability Insurance are provided to the satisfaction of Council's insurers.

Biii) Lanteglos by Fowey Parish Council – Allocation of Social Housing by Cornwall Council

Correspondence has been received from Lanteglos by Fowey Parish Council regarding a formal complaint they have submitted to Cornwall Council's Chief Executive concerning transparency surrounding the allocation of a council-owned home in it's parish (Appendix 1). They are asking if this is something which "strikes a chord" with other parishes.

Is Council aware of any issues in respect of the allocation of housing which has caused concern within Padstow Parish? If so, does this Council wish to become involved in a joined-up approach in contacting the *Local Government Ombudsman to elicit change from Cornwall Council in respect of the allocation of social housing. *NB: It would be expected that raising such a complaint would require confirmation and evidence of issues. Furthermore, it is the Town Clerk's understanding the Ombudsman has no power to alter a decision.

-----Original Message-----

From: clerk@lanteglosbyfowey.org.uk

Sent: 19 May 2022 09:56

To: Enquiries <Enquiries@padstow-tc.gov.uk>; and 13 others.

Subject: FW: COMPLAINT LETTER

Dear fellow Cornwall Parish and Town Councils

Lanteglos by Fowey Parish Council is writing to ask if you are interested in joining forces to approach the local government ombudsman to elicit change from Cornwall Council in respect of allocation of social housing.

We formally complained to Cornwall Council's Chief Executive about the lack of transparency surrounding the allocation of a council-owned home in the parish. The council is concerned that long-term residents, sometimes with links to the community going back several generations, are being forced to leave the area because of the lack of social housing. A house which would have been ideal for a local family was allocated to a family with no known local connection and a young couple with a child have now moved outside the parish.

We accept the principle that people in desperate need should be housed but we felt obliged to launch a formal complaint because there was no communication with the local community over the allocation and no apparent transparency. Our complaint was rejected out of hand on the grounds that Cornwall Housing had followed its policy and that the house in question had a "homelessness label" attached to it.

Two of our Councillors and the local Cornwall Council elected representative were following the allocation process very closely and none of these people can recall anything about the home being reserved for homeless people.

Does this lack of transparency over housing allocation strike a chord with yourselves? If so, please contact this council through the clerk, Mrs Gillian Thompson.

A simple change in the allocation policy would suffice. This could be along the following lines: "Allocation of social housing in a parish should alternate between those deemed in desperate need, followed by those with a connection to the parish." It seems to Lanteglos by Fowey Parish Council that if this principle was followed and could be seen to be followed, those people waiting for housing could be offered hope.

Kind regards

Gillian Thompson (Mrs)
Parish Clerk

PADSTOW TOWN COUNCIL: 31 MAY 2022

AGENDA ITEM 16 : EMERGENCY SCHEME OF DELEGATION DECISIONS

To note and ratify decisions made via the Emergency Scheme of Delegation (ESD) as detailed below in ESD Register, these are decisions since last time the ESD was ratified. Please note this is not to re-discuss or re-consider

EMERGENCY SCHEME OF DELEGATION – DECISIONS REGISTER 2022					
16.5.22	May22: 01	Town Clerk via Emergency Scheme	Nil	N	<p>Padstow Town Council agrees, due to the restrictions placed on Council as a result of the pandemic Coronavirus, to the following responses which represent the opinion of members of Padstow Town Council identified through a consultation process and will be ratified at the next appropriate meeting of the Council:-</p> <p>PA22/03009 16 Cross Street Padstow Cornwall PL28 8AT – Renovation, extensions including demolition or rear garage and stone outbuilding and associated works.</p> <p>SUPPORTED provided i) the red brick wall (that is the original boundary wall) is retained ii) Conservation Officer satisfied.</p>
25.5.22	May22: 02	Town Clerk via Emergency Scheme	Nil	N	<p>Agreed to the request from Padstow Sailing Club to erect their temporary marquee on the Sailing Club's leased outdoor space on Sunday 29 May 2022 and Friday 3 June 2022, noting that on each occasion the marquee will be dismantled the following morning and provided that:</p> <ul style="list-style-type: none"> i) the tenant ensures that all other permissions which may be required are addressed and dealt with; ii) that the tenant provides risk assessment and PLI to the satisfaction of our health and safety advisor and insurers; and iii) the marquee is erected only provided conditions are suitable.

PADSTOW TOWN COUNCIL: 31 MAY 2022

AGENDA ITEM 17: QUEEN'S JUBILEE CELEBRATIONS UPDATE

1. Update

1.1 **Thursday 2 June:** Senior Citizens Cream Tea and Hat Competition

Venue: Padstow Social Club

Update: Cllr Mrs J Colwill has confirmed that Padstow Tesco will donate the supplies for the cream Tea. The Senior Citizens club will be running 3pm-5pm on the day and asked for the cream teas to be served at 3.30pm. The office have following Councillors noted as attending: Mrs J Colwill, Mrs J Dawe and Cllr M Rickard – they have been sent the Event Overview document which gives clear advice on the event. Event box with prize for the hat competition will be handed to Cllr J Dawe.

Thursday 2 June: Beacon Lighting

Venues: i) Trevone Village Green and ii) War Memorial Stile Field

Update: Trial run of the lighting of the Beacon was undertaken on Trevone Green earlier this month with Gas Shack and Event Councillors Cllr R Higman (Trevone) and Cllr J Okeefe (Padstow). Both Event Councillors have been sent the Event Overview and provided with their supplies for the night. Gas shack and Omega Medical have been given the Event Overview document and provided details on parking. Beacons lighting can only take place if weather is acceptable this decision will be for the Event Councillor with advice from Gas Shack.

Friday 3 June: Shop Window Competition

No requirement to enter if window decorated it will be judged.

Update: Cllr T Walter has handed out leaflets to shops in town advising of the window competition. Hamper is being made up as the prize including commemorative biscuits etc.

Currently office understands judging panel will be Cllr J Dawe and Cllr T Walter. Town Clerk has offered to attend as well if required and can then provide the hamper.

Saturday 4 June: Fun Day and Children's Fancy Dress Competition

Venue: Wheal Jubilee Parc

Update: Insurance in place for fun day, with live music, fairground ride, garden games, crafts. The bouncy castle did not have £10 million PLI therefore this would not be covered by the insurance and has been removed from the schedule. Cllr J Dawe confirmed that Rowlands can provide another young children's ride instead, confirmation awaited to then share with insurers.

Attending services being contacted with 'Service Provider' document which gives them details of event. Cllr J Dawe is the main Event Councillor and she has been provided with all relevant paperwork. Support Officer T Trestain will attend to help set up the crafts.

2. Other items the Council is progressing:

- i) Jubilee bench refurbishment undertaken with contractor and has been returned.
- ii) Jubilee field area has been tidied up and gate has been repainted.
- iii) Lighting up of Victoria Monument on 2 June (Ian Dawe Electrician) – trial has been undertaken.
- iv) Queen's Green Canopy – Council's tree inspector has undertaken site visit and waiting on report, to ascertain best site for this for planting later in year.

3. Health & Safety

- 3.1 The Council's Health and Safety advisor has been kept up to date and is satisfied.
- 3.2 The insurers have confirmed the Council has insurance for all celebrations and just needed to pay extra for cancellation policy on the community fun day. There are stipulations from the insurers which have been clearer outlined, these mainly relate to the fun day and incorporated within the relevant risk assessment and discussed with Cllr J Dawe.

4. Community awareness

4.1 Webpage

Office has been updating the jubilee webpage as more event organisers contact the office. The Tourist Information Centre is aware of this page and also directing people to it.

4.2 Leaflet/Poster

Shop window leaflet have been handed out. The Office is finalising a poster to print in-house to be distributed at the Padstow School and nursery end of this week, which will detail the community fun day on one side and other events happening on the reverse.

5. Budget

- 5.1 A budget of £10,000 is available for Community Events for 2022-23. Currently with invoices received £4536.28 has been spent.



PADSTOW TOWN COUNCIL
NOTIFICATION OF COUNCIL and COMMITTEE MEETINGS FOR 2022-23

Date	Time	Meeting
2022 DATES		
Tue 31 May	7.15 pm	Staffing Committee (elect Chairman)
Tue 31 May	7.20 pm , or on the rising of the Staffing Committee	Highways, Roads and Transport Committee (elect Chairman)
Tue 31 May	7.30 pm or on the rising of the HRT Committee	FULL COUNCIL
Tue 7 June	7.00 pm	Highways, Roads and Transport Committee
Tue 7 June	7.30 pm or on the rising of HRT	Finance and General Purposes Committee (elect Chairman)
Tue 14 June	7.00 pm	Planning Committee
Tue 21 June	6.00 pm	Staffing Committee
Tue 28 June	7.30 pm	Full Council
Tue 5 July	7.00 pm	Leisure, Tourism and Open Spaces Committee
Tue 12 July	7.00 pm	Planning Committee
Tue 19 July	7.00 pm	Finance and General Purposes
Tue 26 July	7.30 pm	Full Council
Tue 2 August	7.00 pm	Highways, Roads and Transport Committee
Tue 9 August	7.00 pm	Planning Committee
Tue 6 September	7.00 pm	Leisure, Tourism and Open Spaces Committee
Tue 13 September	7.00 pm	Planning Committee
Tue 20 September	6.00 pm	Staffing Committee (budget)
Tue 27 September	7.30 pm	Full Council
Tue 4 October	7.00 pm	Highways, Roads and Transport Committee (budget)
Tue 11 October	7.00 pm	Planning Committee
Tue 25 October	7.30pm	Full Council
Tue 1 November	7.00 pm	Leisure, Tourism and Open Space Committee (budget)
Tue 8 November	7.00 pm	Planning Committee
Tue 15 November	7.00 pm	Finance and General Purposes Committee (budget)
Tue 29 November	7.30 pm	Full Council
Tue 6 December	7.00 pm	Highways, Roads and Transport Committee
Tue 13 December	6.00 pm	Staffing Committee
Tue 13 December	7.00 pm or on the rising of Staffing	Planning Committee
2023 DATES		
Tue 10 January	7.00 pm	Planning Committee
Tue 17 January	7.00 pm	Leisure, Tourism and Open Space Committee
Tue 31 January	7.30 pm	Full Council
Tue 7 February	7.00 pm	Highways, Roads and Transport Committee
Tue 14 February	7.00 pm	Planning Committee
Tue 21 February	7.00 pm	Finance, General Purposes Committee (grants)
Tue 28 February	7.30 pm	Full Council
Tue 7 March	7.00 pm	Leisure, Tourism and Open Spaces Committee
Tue 14 March	7.00 pm	Planning Committee
Tue 21 March	6.00 pm	Staffing Committee
Tue 28 March	7.30 pm	Full Council

Tues 4 April	7.00 pm	Highways, Roads and Transport Committee
Tues 11 April	7.00 pm	Planning Committee
Tues 25 April	7.30 pm	Full Council

Meetings may be 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.