

PADSTOW TOWN COUNCIL

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5 February 2020

TO: MEMBERS OF THE LEISURE, TOURISM AND OPEN SPACES COMMITTEE
Councillors C Watson-Smyth (Chairman), R Buscombe, A P Flide, K Freeman,
R Higman, J O'Keefe and D N Vivian

Dear Member

All Members of the Committee are hereby summoned to attend meeting of the **LEISURE, TOURISM AND OPEN SPACES COMMITTEE** at the Council Offices, Station House, Station Road, Padstow on **Tuesday 11 February 2020 at 6.30 pm.**

Yours faithfully

K E Pemberton

Kathy Pemberton
Town Clerk

Please note start time

Agenda Press & Public are invited to attend

1. To receive **apologies for absence**
2. **To receive announcements:** 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 3 December 2019** (pg 1-5)
6. **Works Programme:** To receive an update for information. (pg 6)
7. **MUGA and Core Building Questionnaire:** To give further consideration to this (pg 7) matter and discuss and decide on way forward.
8. **Updates:** To be updated on the following matters and discuss and decide on way forward.
 - i) **North Quay and Cory Toilet Refurbishment** (pg 7)
 - ii) **Stile Field Slips**
 - iii) **New Burial Plots – Cemetery**
 - iv) **Skate Park Update and Sign** (pg 8-9)
9. **Date of Next meeting:** Tuesday 3 March 2020 Time: 7.00 pm

PADSTOW TOWN COUNCIL

Minutes of the Leisure, Tourism and Open Space Committee meeting held on Tuesday 3 December 2019 at the Council Offices, Station House, Station Road, Padstow at 6.15 pm

Present: Councillors C Watson-Smyth (Chairman), A P Flide, K Freeman, R Higman and D N Vivian

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

LTOS2019/43 Apologies for Absence: Apologies were received from Councillor R Buscombe.

LTOS2019/44 Announcements: There were no announcements.

LTOS2019/45 Declarations of Interest: There were no declarations of interest.

LTOS2019/46 Public Participation: There was no public participation.

LTOS2019/47 RESOLVED that the **minutes** of the meeting held on **Tuesday 12 November 2019** were a true record of the meeting and they were signed by the chair.

LTOS2019/48 Clerks Report: The Clerks reported was noted for information. It was acknowledged that most of the items within the report were agenda items and would be discussed further.

LTOS2019/49 MUGA and Core Building Questionnaire: Members were keen that the questionnaire be made available as soon as possible. It was noted that the questionnaire still required comment from Sports England but that it was felt prudent it be brought to committee for comment first.

One member felt the questionnaire was too closed and expressed that they were in favour of a scheme which was covered, including walls and not just a roof. They considered that the questionnaire should be more forward thinking and include sports which would need to be accommodated inside a facility. Generally, they felt that the questionnaire should be more open and more aspirational and that Council had sufficient cashflow for a greater scheme than resurfacing and replacement fencing.

It was noted that the questionnaire had been prepared based on the decision of the committee. A member who had spoken at length with Sports England reminded committee of their advice which had been that PTC would be unsuccessful in securing any funding if it tried to build a sports centre because statistically, sports centres were in decline and struggled to meet operating costs. A MUGA scheme would be more favourable to funding and the purpose of the fairly closed questionnaire was to try and demonstrate a need. The member considered that an open questionnaire would see requests for

swimming pools and sports centres which wouldn't be deemed sustainable by Sports England and would demonstrate only a desire.

There was discussion as to whether committee would like to include questions regarding the Core Building in order to seek some initial community ideas on the buildings use. One member suggested that it made sense to include the 2 items in the same questionnaire as their future uses should compliment each other. However, the member felt that more mention should be made of the library space and felt that actions to keep the library should be more aggressive. Members were reminded that committee's decision had been to gather some initial thoughts on its use and that committee needed to be mindful of the Councils view on the library, being that its role was to engage as a key stake holder. It was then suggested that under the MUGA section of the questionnaire, question 9 should include a third option, asking whether an enclosed space should be included in the project.

Members gave consideration to the distribution of the questionnaire. It was felt that the most effective methods for encouraging participation would be through a collective effort from Councillors sharing and promoting information about the questionnaire and not via Royal Mail's Door to Door service. Members considered that flyers directing residents to the survey, distributed in key places and to the school and major organisations would be more beneficial than printing copies of the questionnaire in vast numbers. However, it was noted that some copies of the questionnaire could be placed in key locations and made available upon request. Members wished to see an engagement plan prepared and brought back to the next committee meeting, when it was hoped that comments from Sports England on the questionnaire would also be known.

RESOLVED that i) subject to including the option "iii) enclosed" in question 9 of Section 1, the questionnaire be sent, as is, to Sports England for opinion and input; ii) proposals for promoting the questionnaire, together with costings be prepared by the Town Clerk in consultation with Councillor Flide; and iii) these both be brought back to the next meeting of the Leisure, Tourism and Open Spaces Committee.

LTOS2019/50

CCTV – Skate Park Area: Consideration was given to the agenda report on this matter. Members expressed concern that by introducing CCTV the problem could simply spread to other areas and not solve the issue.

The Town Clerk advised that following a site meeting at the Lawns Car Park regarding improvement works, it had been suggested that one of the lamp posts be moved closer to the Skate Park and Lawns Play area. This would provide more light to the area and could be discouraging to anti-social behaviour. The suggestion was to be taken to the Highways, Roads and Transport Committee's next meeting.

Generally, members felt that a message of self-policing the area should be spread if the community wished to see the skate park remain open. Mention was also made that a dummy camera may prove a deterrent.

It was noted that since Committee's last meeting, 10 September, there had been only 1 reported incident of anti-social behaviour. Mention was made that the new skate park in Wadebridge had recently been opened which may have seen some older children migrate to Wadebridge to skate as their scheme was larger. It was also noted that contractors were currently on site in the Lawns Car Park which may have an affect on incidents.

RESOLVED not to progress with CCTV in the skate park area at this time but that regular item be added to the Leisure, Tourism and Open Spaces Committee providing regular updates on anti-social behaviour in the area.

LTOS2019/51 **Tree Inspection Report:** Following due consideration of the agenda cover report and its appendices it was **RESOLVED** to i) Note the tree report and agree the Tree Works Programme outlined in appendix 2, agenda pages 14 – 20, and for the Town Clerk to seek quotations for tree works highlighted therein; ii) to agree to the replanting programme as outlined in appendix 3, agenda pages 21 – 23; iii) that the Town Clerk request the Tree Inspector work up management plans for both the Plantation and Churchyard; and iv) to note the removal of the cemetery hedge outlined in the report.

LTOS2019/52 **North Quay and Cory Toilets Refurbishment:** The Town Clerk advised she had met on site with the contractor and that the stripping out of North Quay was complete, the overall condition found was good. It was noted a small saving would be made on the floor tiles because it would be possible to overlay the new tiles onto the existing. The contractor was at present researching doors, it was felt these might be sourced under budget as the contractor was at present purchasing doors on behalf of the Police, and as such the quality of the doors would be robust enough to withstand most vandalism.

The Town Clerk advised as per the agenda report that there had been an issue with a leak in the roof. It was noted that further detail on what was needed to repair the leak would be known next week. It was thought that a bad repair had been undertaken a number of years ago and vegetation had been allowed to grow through the frame. Better access to the roof by way of a skylight would be addressed by the contractor to make such matters easier going forward.

Members were advised that Cory toilets would be closing after the festival and a skip placed at long lugger to facilitate the strip-out. The Town Clerk advised that within the budget it would be possible to provide 2 door access to the family room so that the room could be accessed from both the ladies and gents toilets. This would be an

amendment to the specification and as such Committees thoughts and approval were sought.

The Town Clerk confirmed that the Wallgate machine in Cory was approx. 18 months old and as such could be retained. The other machines would need to be replaced.

The Town Clerk advised that so far she had been impressed with the contractor. The contractor was currently looking to see if it would be cost effective to remove the blockwork between the stalls. However, members were concerned that given the recent vandalism in the Railway toilets that it may be better to retain the blockwork partition.

RESOLVED to i) approve installation of a larger skylight to improve access to the roof space and effect repairs; ii) approve the amendment to the Cory Toilet specification and create a dual access to the family room from both the ladies and the gent's toilets and iii) that these changes be made within the existing budget.

LTOS2019/53

Memorial Trees Update: Members were referred to the agenda report, it noted that the Outside Services Supervisor had advised that there was no further room to plant memorial trees in wheal jubilee park. It was noted that the memorial policy included the cemetery as a location for memorial trees but none had ever been planted there. It was noted that if Committee wished to offer the cemetery as a place for memorial trees it would be best to check with the Tree Inspector as to whether the species referred to in the current policy would be suitable or whether the policy needed amending.

RESOLVED that the Town Clerk seek advice from the Tree Inspector as to suitable locations and species for memorial trees in the cemetery and report back to a future meeting of the Leisure, Tourism and Open Spaces Committee.

LTOS2019/54

Quay Issues: Members noted the agenda report and that early conversations with Cornwall Council (CC) and Padstow Harbour Commissioner (PHC) had been positive. It was hoped that a CC enforcement officer could be shared between PHC and PTC to address issues with traders around the quayside and on the bandstand under PHC byelaws using CC powers. It was noted that a provision of £5,000 had been included in the 2020/21 budget for enforcement of both the quayside issues and on-street parking.

RESOLVED to continue to pursue conversations with Padstow Harbour Commissioner and Cornwall Council regarding enforcement issues around the quayside and bandstand.

LTOS2019/55

Dog and Waste Bin Signage: The update was noted as per the agenda report. It was **RESOLVED** to purchase 40 x "litter, dog waste" vinyl stickers to replace the "litter only" signs on Padstow Town Council

bins at a cost of £182.40 plus P&P and VAT and that the cost be taken from the LTOS Equipment and Furniture budget.

LTOS2019/56 **Winter Works Programme:** Members noted that the Outside Services Supervisor (OSS) had updated pages 2 and 4 of the Winter Works Programme, agenda pages 27 and 29. It was noted that winterising Cory and North Quay toilets was included, however these were being refurbished. The Town Clerk would ask the OSS to amend.

LTOS2019/57 **Date of Next Meeting:** Tuesday 21 January 2020 at 7.00pm was noted.

Meeting closed at 6.59 pm

**PADSTOW TOWN COUNCIL: 11 FEBRUARY 2020
CLERK'S REPORT/ WORK PROGRAMMES**

Key: EMR: Earmarked Reserve

Agenda Item 6.

PROJECT	BUDGET 2019/20	NOTES/UPDATE
LEISURE, TOURISM AND OPEN SPACES COMMITTEE		
Recreation Facilities (i.e. Tennis Court/Lawns Site	-	Skate Park: Regular update item on any issues in the area. MUGA Proposal: Questionnaire on agenda for discussion.
Core Building	-	Committee to consider future use ideas as well as any works. This hasn't taken place however, Committee did agree questions to be asked and included in MUGA questionnaire.
Public Toilets North Quay Cory;	-	Update on agenda.
CC SLAs – Grass Cutting, Maintenance, Footpaths	-	Hope to provide update in respect of agreements for 2020/21 at the next meeting.
Quay Side Issues	-	The Town Clerk is due to meet with Kevin Brader (CC) and Harbour Master to discuss further potential options to explore and bring back to Committee for enforcement around the quayside and bandstand, as reported last month.
Tree Inspection Report Actions	Grounds Maintenance EMR	Town Clerk is progressing these matters, as discussed at the last meeting with the tree surgeon, alongside advise in respect of memorial trees in the cemetery.

PADSTOW TOWN COUNCIL

LEISURE, TOURISM AND OPEN SPACES COMMITTEE: 11 FEBRUARY 2020

AGENDA ITEM 7: MUGA AND CORE BUILDING QUESTIONNAIRE

This is further work requested from the last meeting seeking input from Sports England, this was actioned however, the report will need to be followed or tabled to take this onboard and update as necessary.

AGENDA ITEM 8: UPDATES

- i) **North Quay and Cory Toilet Refurbishment:** The Town Clerk will provide an oral update at the meeting.

- ii) **Stile Field Slips:** There have been 3 slips along the wall along the top path at Stile Field, 3 contractors were contacted with only one contractor submitting a quotation. The RFO has confirmed budget can be via Grounds Maintenance Earmarked Reserve/or Budget. He has been instructed to undertake these works to avoid further delay.

Concerning the cliff slip; the Town Clerk contacted both Council's H&S advisor and surveyor Shaun Watts. Mr Watts has reviewed the same and cannot see any immediate danger. The Town Clerk will provide further update at the meeting on this issue as she awaits his written update in this regard.

- iii) **New Burial Plots – Cemetery:** These have now been broadly laid out and will report to the meeting on this in order to get agreement that Committee are happy with the layout and also if they are happy these can now be reserved?

PADSTOW TOWN COUNCIL

LEISURE, TOURISM AND OPEN SPACES COMMITTEE: 11 FEBRUARY 2020

AGENDA ITEM 8: UPDATES

iv) Skate Park Update and Sign:

1. Introduction

- 1.1 As requested by Committee this is a short report to update on anti-social behaviour and vandalism at the Skate Park
- 1.2 The Skate Park is located at the Lawns Car Park and was officially opened on 11th April 2019.
- 1.3 Since the last skate park update in September, there has only been two reports of vandalism in relation to the Skate Park; One of litter and plants being removed and one of the wooden entrance gate being broken off its hinges. These issues have been resolved.

2. Decrease in Anti-Social Behaviour

- 2.1 There has been a marked decrease since the end of the Summer holidays. The low number of incidents since the Summer could be attributed to range of factors such as:
 - The benches were removed from the area following advice from the police in September as having no seating discourages people from sitting/ meeting in the area for non-skating purposes.
 - The winter weather may have also kept young adults at bay with the cold and rain we have had, deterring them from going outside.
 - Wadebridge Skate Park opened in October meaning more people may be travelling to that site. It is larger and very accessible to everyone.
 - Michael Vanstones Plant Hire have been on site at Lawns since 28 October 2019 carrying out the car park improvements. Their presence every day until dark be acting as a possible deterring anti-social behaviour.
 - PIR Lighting was also installed on 3 July 2019 to be used as a deterrent. A double headed lamp-post will be placed in the young people's play area as part of the improvement works.

3. Skate Park Signage

- 3.1 At a previous meeting, following the views of the community, Committee agreed to the following:

"RESOLVED that the Skate Park be named "Padstow Sk8" and a sign be ordered and sited."

