

## **PADSTOW TOWN COUNCIL**

### **Minutes of the Full Council of Padstow Town Council held on Tuesday 26 July 2022 at 7.30 pm in the Council Chamber, Council Offices, Station House, Padstow**

**Present:** Councillors J O'Keefe (Chairman), R Higman (Vice-Chairman), P Curgenvan, Mrs J Dawe, A P Flide, K Freeman, A N Rees and M Rickard

**In Attendance:** Mrs K Pemberton (Town Clerk) and Mrs S Daly (Support Officer and minute taker)

**2022/55 To receive apologies for absence and announcements:**

Apologies were received from Councillors Mrs J Colwill, D N Vivian, Mrs T Walter and C WatsonSmyth.

Announcements: The following announcements were made by the Chairman:

- Planning Committee member training reminder – Wednesday 27 July;
- It was noted there had been a lot of community discussion about possible uses for the Core Building taking place on Facebook. The Chairman suggested that Councillors encourage members of the public to email the office with ideas so that an item might be brought to the September meeting of Council.

**2022/56 Declarations of interest from Members:**

- Councillors Mrs J Dawe and A N Rees declared an interest in agenda item 8 d) Queen's Platinum Jubilee.
- Councillor A P Flide declared an interest in agenda item 20 Tenant/Lease Matters Update.

**2022/57 Dispensations:** There were no dispensations.

**2022/58 Public Participation:** There was no public participation.

Cornwall Councillor's Report: Apologies were received from Cornwall Councillor S Rushworth. The Town Clerk advised that Councillor Rushworth had confirmed a temporary fix had been undertaken on the potholes at the bend on School Hill Road and that a permanent fix would be completed in the winter.

Police Report: The police report for the period 25/06/22 to 25/07/22 was noted for information.

**2022/59 RESOLVED** that subject to amending "conservations" to "conversations" in bullet point 4 of minute number 2022/39, the minutes of the meeting held on **Tuesday 28 June 2022** be signed as a true record.

**2022/60 Clerk's Report/Work Programme:** Further to the Clerk's report in the "to follow" agenda papers, the Town Clerk updated that following feedback from the Town Clerk and Chairman of the LTOS Committee, the Project Manager had amended the tender specification namely, to include retractable tennis nets and divider curtains. It was noted that the Project Manager had apologised for the delay and advised that further resources were expected from September. A telephone appointment was scheduled to discuss the tender notice with a view to opening the tender process in August.

The Clerk's report was noted for information.

**2022/61 Committees/Working Group Meetings:**

- a) **RESOLVED** to receive the minutes of the Planning Committee meeting held on 12 July 2022.
- b) **RESOLVED** to adopt the minutes and approve recommendations (if any) for the meeting of the Staffing Committee held on 19 July 2022.
- c) **RESOLVED** to adopt the minutes and approve recommendations (if any) for the meeting of the Finance and General Purposes Committee held on 19 July 2022.

**2022/62 Finance: Monthly Accounts and Payments July 2022**

a) Finance Report: The monthly finance report was noted.

b) Accounts for Payment: **RESOLVED** to i) ratify payments made June (c) of £4,019.90; ii) ratify payments made July (a) of £4,255.14, standing orders or direct debits (regular payments of the same amount) of £8,238.00 and direct debits of £6,468.91; and iii) ratify payments made July (b) of £2,428.82 and direct debits of £4,282.83.

c) Car Park Takings: The Car park takings were noted. Comment was made that the takings for April and May were significantly down when compared to the same months in the previous year. It was noted that the Park & Ride commenced mid-April and concern was expressed that this may be impacting use of the Railway Car Park. It was considered useful to request that the Responsible Financial Officer be asked to provide details of the 2018-19 and 2019-20 takings together with a breakdown of the tickets sold. It was suggested that a guestimate be applied to previous takings based on the approximate percentage increase of the tariff for comparison purposes. If possible, it was also considered useful to know the total number of car park users. Further that this information be brought to the September meeting of the full Council.

**Councillors Mrs J Dawe and A N Rees left the meeting.**

d) The Queen's Platinum Jubilee Report: There was discussion on this item. It was noted that as the matter of keepsakes for the children of the parish had been discussed by Council and its view was at odds with the invoice submitted, the invoice could not be processed in the normal way. The Chairman commented that the Council must be mindful of decisions it had made and to upholding these. However, it was felt that as this was the first community event of this nature, Council should pay the invoice but that a letter be sent outlining the rationale for withholding payment and outlining that as a public body the Council must follow due process for any payments made. Members were supportive of the Chairman's additional comment that going forward future events would require greater clarity and structure perhaps by way of an Events Committee.

**RESOLVED** that i) the invoice of £508.79 for Jubilee Medals be paid from the Capital Projects – Community Events Project budget; and ii) a letter be sent to Nadelik Lowen outlining why the invoice was not able to be processed in the normal way, being that the request for payment went against the views on keepsake items previously expressed by Council.

**Councillors Mrs J Dawe and A N Rees returned to the meeting.**

e) Barclays Active Saver: **RESOLVED** to change the instant access Barclays Active Saver Account to a Barclays Business Premium Account.

f) Bank Reconciliations: Availability for inspection was noted.

**2022/63 Correspondence:**

a) Correspondence for information was noted.

b) i) Padstow Archive Project: In response to a member query the Town Clerk clarified that the request was in respect of support for the project's environmental activities. Generally, members were supportive of the project and **RESOLVED** to i) support planting traditional May Day flowers (Cowslips, Lily of the valley) in areas the Council is working in; and ii) to signpost to the Padstow Archive Project and vice versa and to share the projects workshops/events through the Council's networks.

**2022/64 Health and Safety Review:** The Town Clerk referred members to the agenda report on page 21. It was noted that no significant or major issues had been highlighted following the annual health and safety review. The Town Clerk was working with Support Officer, Tracey Trestain to pull together an action plan to bring to a future meeting together with the report. It was noted that areas of concern had been raised during the annual playground inspection but that these had been either dealt with or monitored as

appropriate. However, as advised to members previously, the play area was now closed and quotes for replacement equipment were being sought.

**2022/65 Gorsedh Kernow for 2023:** Members gave consideration to the agenda report and generally considered that the event would be a "good thing for Padstow". Generally, members were supportive of holding the event in Padstow in 2023 and were keen to understand more. The Town Clerk advised that she had contacted Daphne from the Old Cornwall Society who had confirmed that she was "willing to be involved". Members were supportive of inviting representatives from both Gorsedh Kernow and the Old Cornwall Society to Council's next meeting to find out more.

**RESOLVED** to invite representatives from Gorsedh Kernow and the Old Cornwall Society to the full Council meeting on 27 September 2022 to understand more about holding Gorsedh Kernow for Padstow in 2023.

**2022/66 Victoria Monument Refurbished Bench:** Consideration was given to the wording of the memorial plaque for the refurbished bench at the Victoria Monument and a formal placing thereof as per the agenda report.

**RESOLVED** to order the memorial plaque for the refurbished bench at the Victoria Monument as outlined on agenda page 22 and to arrange for the Chairman to undertake formal placing of the same.

**2022/67 Time2Move Holiday Programme:** There was much discussion on this item with members generally supportive of providing some form of provision for children during school holidays. One member commented that they would like to see any provision offered to all children, not just those eligible under the Time2Move programme. It was suggested therefore that the Time2Move scheme may not be the most appropriate and comment was made as to whether a wider discussion was needed to determine this and to help inform the budget setting process. Members considered it would be useful to invite a representative from Time2 Move to the September meeting of Council.

**RESOLVED** to invite a representative from Time2Move to speak to at the Full Council meeting on 27 September 2022.

**2022/68 Reports from members/Outside Organisations:** The Chairman provided an update on meetings attended in July being an informal meeting of the Community Network Panel, a meeting regarding the River Camel Water Quality (also attended by Councillor Mrs Dawe) and the monthly Mayors of Cornwall online meeting. It was noted that no real mention of the water quality in Padstow was made at the River Camel Water Quality meeting. Matters to note from the informal meeting of the Community Network Panel included:

- Meeting sought informal thoughts on proposed Community Area Partnerships for 2023/24;

- Proposal is for 10 partnerships;
- Wadebridge and Padstow network would include the Camelford, Boscastle and Tintagel networks increasing the number of parishes in its network to 32;
- Concerns expressed included a) larger parishes dominating meetings and thereby being awarded any support and financial assistance available and b) network funding being spread further;

The Chairman advised he would be attending an in person meeting in August to explore other options/ways to improve the network.

It was noted that the Vice Chairman had attended the Mayors Civic Sunday Service and Precession on behalf of the Chairman.

- 2022/69** **Dates of Council Meetings:** Future meeting dates and date of next meet, Tuesday 27 September 2022 at 7.30pm was noted.
- 2022/70** **It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**
- 2022/71** **RESOLVED** that the confidential minutes of the full Council meeting held on Tuesday 28 June 2022 be signed as a true record.
- 2022/72** **RESOLVED** to adopt the minutes and approve recommendations (if any) for the Staffing Committee meeting held on Tuesday 19 July 2022.
- 2022/73** **Use of Council Land: Railway Car Park:** See confidential minutes.
- 2022/74** **Tenant/Lease Matters Update:** See confidential minutes

Meeting closed at 8.33 pm