

PADSTOW TOWN COUNCIL

Minutes of the Highways, Roads and Transport Committee meeting held on Tuesday 18 October 2022 at the at the Council Offices, Station House, Station Road, Padstow at 6.30pm

Present: Councillors K Freeman (Chairman), P Curgenvan, R Higman, A N Rees, M Rickard and D N Vivian

In Attendance: Mrs K Pemberton (Town Clerk) and Mrs N Barnes (Responsible Financial Officer)

- HRT2022/9** **Apologies for absence** were received from Councillor O'Keefe
- HRT2022/10** **Apologies and Announcements:** There were no announcements.
- HRT2022/11** **Declarations of Interest:** There were no declarations of interest.
- HRT2022/12** **Public Participation:** There was no public participation.
- HRT2022/13** **Minutes: RESOLVED** that the minutes of the meeting held on **Tuesday 31 May 2022** be signed as a true record of the meeting.
- HRT2022/14** **Clerk's Report/Works Programme:** The report was noted for information. Concern was raised as to whether the town signage would go ahead, with CC budgetary constraints. The Town Clerk understood this would not be affected as it was agreed as part of the Community Network Highways Scheme. In terms of timescales, she was advised they would be erected before the season. She would seek greater clarify on timescales.
- HRT2022/15** **2022/23 Update and Budget 2023/24 (including fees and charges):** The 2022/23 update was noted as per the agenda and Committee was satisfied with the report.
- Fees and Charges: Members considered the recommendations in the report regarding car park and leeway charges and were supportive of the recommendations set out therein.
- RESOLVED to recommend to the Finance and General Purposes Committee that:**
- i) No changes be made to the car park tariff including season tickets for the year 2023-24; and
 - ii) No changes be made to leeway charges for the year 2023-24.

A Councillor queried if season tickets should still be offered owing to the number sold and the impact they had on the car park revenue. The Town Clerk advised that she understood the ones sold were to local businesses. If the meeting

wished to review the Season Ticket or Free Parking Permit policies, then this could be done at a future meeting.

Following a Councillor's query, the RFO confirmed that the sand tonnage figures are based on those supplied by the sand firms.

Expenditure: Members discussed car park enforcement and were supportive of a provision which would allow for additional visits outside of the usual visits, should Cornwall Council have capacity to offer more visits. It was noted that the Service Level Agreement for 2023/24 would be considered at a future Committee meeting.

RESOLVED to recommend to the Finance and General Purposes Committee to: Request a provision of £5,000 in the 2023/24 budget for Cornwall Council Enforcement Officers to enforce Padstow Town Council Car Parks.

Electricity Costs: Members noted that earlier in the year Council had commenced a three-year fixed term contract for electricity, which was fortunate given the ongoing increases in energy prices.

Non-Domestic Rates: Members noted the provision for a slight increase included in the 2023-24 Budget for Non-Domestic Rates.

Council Business Plan: Committee considered including items in the Council's Business Plan.

There was a general discussion if it is possible to improve the Camel roadway area and a Councillor suggested a Health & Safety review could be considered as part of the improvements.

RESOLVED to recommend to the Finance and General Purposes Committee that: Camel roadway improvements remain in the Business Plan for major capital projects in 2023/24 with a provision of £20,000.

A Councillor suggested that the lining in the Railway car park needs doing and the Town Clerk advised that she would ask the outside team to review what needed to be done in order that quotes could be obtained. The RFO confirmed this would come from the regular maintenance budget.

Concerns were raised by a Councillor regarding the Railway cliff face and the Town Clerk advised that the Council's surveyor could be asked to check it when he is next down. She wasn't aware of any issues but did confirm that previous advice was to leave foliage in place as it 'anchored' the cliff. The RFO confirmed that any works would be part of the maintenance budget and advice would be via professional advice.

HRT2022/16 **Date of Next Meeting:** Tuesday 6 December 2022 at 7.00pm

HRT2022/17 **It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**

HRT2022/18 **Car Park Machine Replacements:**
The Councillors were pleased with the report and **RESOLVED to recommend to the Full Council to:**

- i) replace the existing five (two solar and three mains) car park machines in the Railway and Lawn car parks, with IPS card and coin machines as a capital purchase as per their quotation for supply and installation of £21,024, for installation January/February 2023;
- ii) to fund this from the Contingency Budget in Capital/Projects 2022/23;
- iii) to put in place the Annual Silver Maintenance contract of £1,875 per annum;
- iv) to note running costs as detailed in the agenda report; and
- v) to not renew the current car park machine's maintenance contract, which expires on 30.11.22 and instead pay for any individual callouts as required.

Meeting closed at 6.53 pm