PADSTOW TOWN COUNCIL

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22 February 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 J Hoskin, A N Rees, M Rickard, Mrs T Walter and C WatsonSmyth

Dear Councillor

All Members of Council are hereby summoned to attend the meeting of **Padstow Town Council** in the **Council Chamber, Council Offices, Station House, Padstow** on **Tuesday 28 February 2023 at 7.30 pm** for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Yours faithfully
KE Pemberton.
Kathy Pemberton
Town Clerk

AGENDA
Public & Press are invited to attend

1. **To receive apologies for absence and announcements**

2. **To receive declarations of interest from Members** relating to items on the agenda in accordance with Padstow Town Council's Code of Conduct

3. **Dispensations:** To consider requests from Members for dispensations.

4. **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

5. **To confirm the minutes** of the Full Council Meeting held on **Tuesday 31 January 2023** having been previously circulated and taken as read. (1-5)

6. **Clerk's Report/Work Programme:** To receive an update for information only. (To follow)

7. **Committees/Working Group Meetings:**
   To receive minutes of the a) Planning Committee meeting (14 February 2023) (6-8) and b) Finance and General Purposes Committee meeting (21 February 2023). (9-10)

8. **Committee Vacancies:** To give consideration to and discuss and decide on appointments to current Committee vacancies:- (11)
   i) Highways, Roads and Transport Committee (1)
   ii) Leisure, Tourism and Open Spaces Committee (1)

9. **Finance:**
Monthly Accounts and Payments: February 2023 (12-17)
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) Bank Reconciliations: To note their availability for inspection each month

10. **Correspondence:**
a) To note correspondence for information (18)
b) To give consideration to the following:-
i) Land Use Request: Slipway and Bandstand (19)
ii) Land Use Request: Lawns (20-21)
iii) Land Use Request: Railway Car Park (22)
iv) Permitted Development: Consultation Base Station adjacent Green Lane, Four Turnings, Padstow (23-30)

11. **Core Building Refurbishment:** To give consideration to this matter and discuss and decide on way forward (31-34)

12. **Multi-Use Games Area:** To give consideration to this matter and discuss and decide on way forward. (To follow)

13. **Trecerus Farm Development Site Visit:** To receive update from Councillors on recent site visit. (verbal update)

14. **Reports from Members/Outside Organisations:** To receive reports from meetings attended (if any). (35-36)

15. **To Note Future Meeting Dates and to Note Date of Meeting:** Tuesday 28 March 2023 at 7.30 pm (37)

16. **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.

17. **To confirm the confidential minutes** of the Full Council Meeting held on **Tuesday 31 January 2023** having been previously circulated and taken as read.

18. **Insurance Update:** To receive update from the Town Clerk and discuss and decide on way forward (if necessary).

19. **Council Asset Matter:** To receive update from the Town Clerk and discuss and decide on way forward (if necessary).

20. **Tenant/Lease Matters:** To give consideration to tenant and lease matters and discuss and decide on way forward.

21. **Use of Council Land: Railway Car Park:** To receive an update in this regard and discuss and decide on way forward.

Agenda Item 5

PADSTOW TOWN COUNCIL

Minutes of the Full Council meeting of Padstow Town Council held on Tuesday 31 January 2023 at 7.30 pm in the Council Chamber, Council Offices, Station House, Padstow

Present: Councillors J O'Keefe (Chairman), R Higman (Vice-Chairman), Mrs J Colwill, A P Flide, K Freeman, A N Rees, M Rickard, Mrs T Walter and C WatsonSmyth

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

2022/145 To receive apologies for absence and announcements: Apologies were received from Councillors P Curgenven and Mrs J Dawe (training). There were no announcements.

2022/146 Declarations of interest from Members: There were no declarations of interest.

2022/147 Dispensations: There were no dispensations.

2022/148 Public Participation:

Cornwall Councillor's Report: Cornwall Councillor Rushworth provided the following updates to Council:

- Cornwall Council (CC) had voted not to make any changes to the parish boundary at Trevone;
- A member's allowance of £2,500 had been agreed for CC Councillors;
- Mayor for Cornwall: Public consultation ending in February, results to be considered by Cabinet. Full Council to vote in April on whether or not to hold a referendum. Decision on deal to be made at July Full Council meeting, though if referendum agreed decision likely to be delayed until October;
- Has recently been working with residents of coastguard cottages regarding retro-fixing issues. Residents had been given help for heating costs due to situation. Works to recommence in April;
- Noted the Trecerus Farm site meeting had been postponed. Would chase for CC to confirm rescheduled date to PTC;
- In response to comments from the Chairman, Councillor Rushworth noted that the relining works that CC had approved c.2years ago in respect of its own Link Road Car Park were still incomplete and the condition of the markings had deteriorated further, as had the fencing both of which needed addressing.

Police Report: There was no police report.

One member of the public addressed Council in support of their application for co-option to Padstow Town Council under agenda item 12. Comments included:

- Had given consideration to applying for a long time;

- Was previously a member of the Padstow Harbour Commissioner board for 2 years, had stepped down when applying for a job working for PHC;
- Experience of working as a team having spent 23 years as part of the lifeboat crew.
- In response to member questions they confirmed they were aware of the role's time commitment and had already spoken with their employer and colleagues to confirm cover would be possible as and when required.

2022/149 **RESOLVED** that the minutes of the meeting held on **Tuesday 29 November 2022** be signed as a true record.

2022/150 **Clerk's Report/Work Programme:** The report was noted for information. The Town Clerk provided further updates in respect of the Community Support item advising that she had meetings arranged with both the NHS Prescribers and the co-ordinator for Disability Employment. She had been informed by the Food Bank that they were looking at using funding to pay for a CAB advisor whom they may be able to share with Padstow during the satellite opening times.

In response to a query, the Town Clerk confirmed that the Tuesday warm space was still taking place but to date there had not been much take up.

The Chairman noted the list of works outlined in the work programme and encouraged members to share this information with the community. It was noted that there was misinformation within the community that the works to the Lawns play area was for additional parking spaces. The Town Clerk confirmed she would look at providing information notices to share on the Council's website and social media. It was suggested by a member that Tesco be approached to see if a section of their notice board could be used by the Town Council to share information about upcoming projects and their progress for those who are unable to access social media.

2022/151 **Committees/Working Group Meetings:**

a) i) **RESOLVED** to adopt the minutes and approve recommendations of the Highways Roads and Transport Committee meeting held on 17 January 2023;
ii) **RESOLVED** to adopt the minutes and approve recommendations of the Staffing Committee meeting held on 24 January 2023; and
iii) **RESOLVED** to adopt the minutes and approve recommendations of the Leisure, Tourism and Open Spaces Committee meeting held on 24 January 2023, having been tabled and read.

b) **RESOLVED** to receive the minutes of the Planning Committee meetings held on i) 13 December 2022; ii) 10 January 2023.

2022/152 Finance: Monthly Accounts and Payments January 2023

a) The monthly finance report was noted.

b) It was **RESOLVED** to i) ratify payments made January (b) of £6,243.69 and direct debits of £2,262.63; ii) ratify payments made January (a) of £2,261.69, standing orders or direct debits (regular payments of the same amount) of £8,239.50 and direct debits of £642.85; iii) ratify payments made December (c) of £6,641.40 and direct debits of £1,509.52; iv) ratify payments made December (b) of £2,614.33, December gross wages of £29,571.42 and direct debits of £267.27; and v) ratify payments made December (a) of £3,875.27, standing orders or direct debits (regular payments of the same amount) of £8,239.50 and direct debits of £1,594.50.

c) Car park takings were noted.

d) **RESOLVED** to purchase an additional £5 million Public Liability Insurance (PLI) cover, on top of the £10 million cover provided by Aviva in order to keep the Council's full PLI cover at £15 million as in previous years.

e) The availability of bank reconciliations for inspection was noted.

2022/153 Correspondence:

a) Correspondence for information was noted.

b) i) International Women's Day - Participation in NALC's celebration: Consideration was given to participating in NALC's video campaign to showcase women's achievements in the local council sector to encourage and inspire more women to stand as Councillors.

RESOLVED to support NALC's campaign in celebration of International Women's day but to decline the offer to participate.

iii) Land Use Request – Bandstand: RSPCA: Consideration was given to this request which members noted was the postponement of an event previously granted permission.

RESOLVED to approve the request from the RSPCA to use the bandstand on Friday 18 August 2023 between 10am and 4pm for the purpose of promoting the #DogKind campaign as set out in the land use request, subject to receiving relevant PLI and Risk Assessments to the satisfaction of Council's health and safety advisors and insurers.

2022/154 Gorsedh Update: The Town Clerk provided a verbal update on this item. She advised that the initial interest meeting held earlier in the month had been well attended, after which she had given the Gorsedh representatives a tour of the town.

The Gorsedh's current thoughts for the proclamation in April was to robe at the Church and then walk from the Church car park along Duke Street to the bandstand and return. They had been advised to hold the event earlier than their usual time of 11am as the town

was expected to be very busy. Their current plans were to start at 10am and it was noted that the Gorsedh would be submitting the relevant road closure. The Town Clerk had assisted with the booking of 4x4 Response to man the closure. Expected numbers were 40 people plus the banners, bards, harpist. It was understood that they would be holding their AGM at a venue in the town following the proclamation.

Currently, the Town Clerk was awaiting confirmation that the Gorsedh were in agreement with the notes of the initial meeting so that these may be shared. It was noted that the Gorsedh were looking to confirm the Lady of Cornwall as soon as possible.

With regard to the main event in September, the venue for the Saturday was to be Prideaux Place but full details and the details of other venues over the weekend were still to be confirmed.

2022/155 **King's Coronation Update:** Members noted the agenda report and that a mobile outdoor cinema screen had now been sourced by Skylight mobile for an additional fee of £300 [being a direct recharge from the manufacturer to the supplier] which had been approved by the Town Clerk and RFO under their discretionary spending powers. The booking had been secured with a 50% deposit as agreed by Council under the November Emergency Scheme of Delegation.

Consideration was given to a way froward and it was felt a good idea that nominated members work with the office to develop more detailed proposals for consideration.

RESOVLED to nominate Councillors Mrs Colwill and Mrs Walter to work with the office in order to work up detailed proposals for celebrating the King's Coronation to bring back to a future meeting.

2022/156 **Town Councillor Vacancy (Padstow Ward):** It was noted that there was 1 applicant for co-option whose application had been previously circulated to members and whom had addressed Council and their questions during public participation.

RESOLVED to appoint by co-option Mr Alan Hoskin to Padstow Town Council as a Padstow Ward member having been unanimously agreed.

2022/157 **Planning: RESOLVED to make the following planning application responses to the Planning Authority (Cornwall Council):**

a) **PA23/00018 18 Egerton Road Padstow Cornwall PL28 8DJ** – Non Material amendment in relation to decision notice PA22/04147 dated 07/07/22 – Garage floor level reduced, chimney removed, minor alteration to windows and doors.
SUPPORTED

Councillors K Freeman and M Rickard abstained from the vote and requested their abstention be recorded.

2022/158 **Reports from members/Outside Organisations:** The report was noted for information.

2022/159 **Dates of Council Meetings:** Date of next meeting, Tuesday 28 February 2023 at 7.30pm and future meeting dates were noted.

2022/160 **It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**

2022/161 **RESOLVED** that the confidential minutes of the Full Council meeting held on Tuesday 29 November 2022 be signed as a true record.

2022/162 **RESOLVED** to adopt the confidential minutes and approve recommendations of the i) Staffing Committee meeting held 24 January 2022; and ii) Leisure, Tourism and Open Spaces Committee meeting held on 24 January 2022, having been tabled and read.

2022/163 **Ben's Crib Box Request:** See confidential minutes.

2022/164 **Padstow Social Club Request:** See confidential minutes.

2022/165 **Cornwall Council – Core Building:** See confidential minutes.

2022/166 **Padstow Sand:** The agenda report and update in the "to follow" papers were noted for information.

2022/167 **Tenant/Lease Matters Update:** The updates were noted as per the agenda report in the "to follow" papers.

2022/168 **Use of Council Land: Railway Car Park:** The update was noted as per the agenda report in the "to follow" papers. Further, the Town Clerk advised she had requested the return of Council's minutes from the county archives.

Meeting closed at 8.40 pm

Agenda item 7a)

PADSTOW TOWN COUNCIL

Minutes of the Planning Committee meeting held on Tuesday 14 February 2023 in the Council Chamber, Station House, Station Road, Padstow at 7.00 pm

Present: Councillors J O'Keefe (Chairman), R Higman (Vice Chairman), Mrs J Colwill, P Curgenven and Mrs J Dawe.
In Attendance: Mrs K Pemberton (Town Clerk), Mrs S Daly (Support Officer and Minute Taker) and 3 members of the public

P2022/55 **Apologies and Announcements:** Apologies were received from Councillor Mrs T Walter. There were no announcements.

P2022/56 **Declarations of Interest:** There were no declarations of interest.

P2022/57 **Public Participation:** 3 members of the public attended the meeting in support of agenda item 5 ii) a) PA23/00303 Granta Trevone Road Trevone Padstow Cornwall. A handout was provided to members and comments made included:

- Application is for a modern contemporary two-storey replacement dwelling similar to applications already accepted in Trevone such as Trelawney and Fulmar;
- Proposal is to demolish existing dwelling and construct new. Roof height is currently 16.79m above sea level, proposal is for two-storey dwelling angled towards the road with a roof height of 16.82m. Consider this is comparable to neighbouring properties including Merope which is 16.94m;
- Consider that new floor plan is comparable with existing as depicted by dotted line in figures 1a and 1b of the handout;
- Consider that new height is not out of character when compared with neighbouring properties as shown in figures 2a and 2b of the handout;
- Materials chosen to respect local character, natural slate pitched roof, glazed screening to terrace, and windows would be grey powder coated metal;
- In response to objections regarding the new dwelling's position to the road. Consider figures 3a and 3b of the handout shows street line of new dwelling is comparable to existing area and site. Also, no objections received from Highways;
- Proposed layout makes best use of space whilst maintaining sea views. Orientation is not incongruous with street scene, similarities to Trelawny;
- Proposal avoids compromising neighbours' privacy, glass balustrade would have obscure glazing and privacy screen;
- Impact on light and overshadowing of neighbours has been considered and living spaces not affected.

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In response to questions from members the following additional comments were made:

- The displaying of planning notices is the responsibility of Cornwall Council, copies were not sent to the planning agent for display. They would contact the Planning Officer in this regard;
- Applicant has taken plans to immediate neighbours and taken feedback,
- Clarified replacement dwelling is for same number of bedrooms as existing;
- No intention to let out, property is family home/asset;
- Applicant would drop rear balcony from application if there were concerns over privacy. Want proposal to be something that works for the community as well as themselves.

P2022/58 **RESOLVED** that the **Minutes** of the meeting held on **Tuesday 10 January 2023** be signed as a true record.

P2022/59 **Planning**

i. The following Cornwall Council planning decisions were noted:

a) **PA22/10538 82 Body Avenue Padstow Cornwall PL28 8HD** – Two-storey side extension to add two bedrooms. **REFUSED**

b) **PA23/00018 18 Egerton Road Padstow Cornwall PL28 8DJ –** Non material amendment in relation to decision notice PA22/04147 dated 07.07.22 – garage floor level reduced, chimney removed, minor alterations to windows and doors. **APPROVED**

ii. RESOLVED to make the following planning application responses to the Planning Authority (Cornwall Council):

a) **PA23/00303 Granta Trevone Road Trevone Padstow Cornwall** – Demolition of dwelling house and construction of new dwelling house with landscaping and parking.
NOT SUPPORTED i) overlooking and unreasonable loss of privacy; ii) overshadowing and overbearing impact; iii) AONB officer's comments; and iv) out of character with street scene.

b) **PA22/10965 Quayside Cottage Market Street Padstow Cornwall** – Remove existing ground floor sash window, enlarge the opening and build in new bi-fold doors to match connected and adjacent restaurant.
NOT SUPPORTED - wish to maintain visual amenity of the cottage, as outlined previously do not support alterations to the frontage of the exterior of the building.

c) **PA23/00042 18 Egerton Road Padstow Cornwall PL28 8DJ** – Demolition of the existing 3-bed detached dwelling and replaced with a new 4-bed detached dwelling without compliance with Condition 2 of decision notice PA22/04147 dated 07.07.2022.
SUPPORTED

d) **PA23/00361 Carrek Cottage Trevone Road Trevone Padstow** – Proposed construction of parking space and associated works.

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NOT SUPPORTED i) ruins charm/appearance of Carrek Cottage; ii) situated on blind corner/narrow section of road being a significant highway issue; and iii) no option to turn within grounds of property, turning space owned by other properties, concern with access and egress.

e) PA23/00446 **Land Adj To Menethdowr Sarahs Lane Padstow Cornwall PL28 8EL** – Reserved Matters application following Outline approval PA21/11299 dated 5th January 2022 for access, appearance, landscaping, layout and scale.
SUPPORTED

f) PA23/00481 **Portscatho Dobbin Close Trevone Padstow Cornwall PL28 8QS -** Demolition of existing property and erection of new residential dwelling with associated building works.
SUPPORTED on the condition that there is no roof terrace.

g) PA23/00670 **4 Lodenek Avenue Padstow Cornwall PL28 8EP -**Two-storey side extension to semi-detached property incorporating a new utility and dinning room at ground floor level and a repositioned larger bedroom at first floor level.
SUPPORTED

h) PA23/00690 **4 Moyle Road Padstow Cornwall PL28 8DG** Demolition of existing garage to be replaced with new ground floor extension, internal alteration works & replacement roof covering with the proposed addition of photovoltaic panels on South elevation.
SUPPORTED

P2022/60 **Levelling-up and Regeneration Bill Consultation:** Consideration was given to responding to the Levelling-up and Regeneration Bill Consultation. It was noted that at the online event held by Cornwall Council (CC) on 8 February, CC highlighted which of the 57 survey questions were of the most interest to Town and Parish Councils. As a way froward, members agreed to feedback to the office their comments on these select questions to be consolidated by the Town Clerk in consultation with the Chairman and used to formulate a response. Due to a postal issue, members were given hard copies of the survey at the meeting with the questions of most interest to Town and Parish Council's highlighted. Members were made aware of the online link to the consultation version of the National Planning Policy Framework. Hard copies had been sent by post.

RESOLVED that, regarding the Levelling-up and Regeneration Bill Consultation, i) members put forward to the office their views on the questions highlighted by Cornwall Council as being of most interest to Town and Parish Councils by 28 February 2023; and ii) the Town Clerk in consultation with the Planning Committee Chairman, consolidate member comments, if any, into a response to Cornwall Council by the deadline of 2 March 2023.

P2022/61 **Date of Next Meeting:** Tuesday 14 March 2023 at 7.00 pm

Meeting closed at 7.53 pm

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Agenda Item 7b)

PADSTOW TOWN COUNCIL

Minutes of the Finance and General Purposes Committee meeting held on Tuesday 21 February 2023 at 7.00 pm in the Council Chamber, Station House, Padstow

Present: Councillors R Higman (Chairman), J O'Keefe (Vice Chairman), Mrs J Dawe, K Freeman, M Rickard, Mrs T Walter and C Watson-Smyth

In Attendance: Mrs N Barnes (Responsible Financial Officer), Mrs S Daly (Support Officer and Minute taker) and 6 members of the public (1 part).

FGP2022/24 **Apologies and Announcements:** i) Apologies were received from Councillor A Flide; ii) there were no announcements.

FGP2022/25 **Declarations of Interest:** The following declarations of interest were declared under agenda item 7) Grants 2023/24:

- Councillor J O'Keefe: Blue Ribbon 'Obby Oss Party and The Old Oss Party;
- Councillor Mrs J Dawe: Blue Ribbon 'Obby Oss Party, The Old Oss Party, Padstow Parochial Church Council, Padstow Christmas Lights Committee and Nadelik Lowen;
- Councillor K Freeman: Padstow Rowing Club and The Royal British Legion;
- Councillor M Rickard: Padstow Rotary Club

FGP2022/26 **Public Participation:** There was no public participation.

FGP2022/27 **Minutes Tuesday 15 November 2022: RESOLVED** that the minutes of the meeting held on Tuesday 15 November 2022 were a true record of the meeting and they were signed by the chair.

FGP2022/28 **Budget Summary and Budget to Actual Variance Report 2022/23:** The budget summary and budget to actual variance report 2022/23 was noted.

FGP2022/29 **Committee Works:**
i) Update: The update was noted for information.
ii) Programme: Consideration was given to the programme of committee works and it was **RESOLVED** that both the Risk Management Strategy and Annual Investment Strategy be taken to Full Council for review and not to FGP for review first.

FGP2022/30 **Grants 2023/24:** It was **RESOLVED** that grants be released as per Council's Policy and that the following grants for 2023/24 be offered:

a) <u>LGA Miscellaneous Provisions Act s19</u>

Councillors J O'Keefe and Mrs J Dawe left the meeting for the following items:

i)	Blue Ribbon 'Obby Oss Party	£3,500
ii)	The Old Oss Party	£3,500

Councillors J O'Keefe and Mrs J Dawe returned to the meeting.

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iii) Padstow School PTFA (Friends of Padstow School) £5,000
iv) Padstow Sea Cadet Unit £2,150
v) Padstow Baby and Toddler Group £500
vi) Trevone Village Hall £2,000
vii) St Petroc's Senior Citizen's Club £1,000
viii) Padstow United Youth, Ladies & Girls FC £6,000

Councillor Mrs J Dawe left the meeting for the following items:

ix) Padstow Parochial Church Council £500
x) Nadelik Lowen Padstow £3,000

Councillor Mrs J Dawe returned to the meeting.

xi) Padstow & District Flower Club £200
xii) Padstow Sailing Club £500

Councillor M Rickard left the meeting for the following item:

xiii) Padstow Rotary Club £Nil
Committee felt unable to award a grant as it was unclear whom the organisation raised funds for and therefore whom the ultimate beneficiaries of the grant would be.

Councillor M Rickard returned to the meeting.

xiv) Wednesday Watering Hole £1,000

Councillor K Freeman left the meeting for the following item:

xv) Padstow Rowing Club £500

Councillor K Freeman returned to the meeting.

xvi) Trevone WI £4,194
xvii) Padstow Bat Detectives £200

b) <u>Local Government and Rating Act 1997 s26-29</u>

i) Padstow & District Community Transport £2,000

c) <u>LGA 1972 s 144 Tourism</u>

Councillor Mrs J Dawe left the meeting for the following item:

i) Padstow Christmas Lights Committee £8,000

Councillor Mrs J Dawe returned to the meeting.

d) <u>LGA 1972 s137</u>

i) Cornwall Air Ambulance Trust £Nil
Committee felt unable to sponsor the Helifest event with a grant award.

Councillor K Freeman left the meeting for the following item:

ii) The Royal British Legion, Padstow Branch £2,000

Councillor K Freeman returned to the meeting.

iii) Duchy Defibrillators £Nil
Committee felt unable to award a grant to a commercial company.

FGP2022/31 **Date of Next Meeting:** To be confirmed.

Meeting closed at 7.29 pm.

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PADSTOW TOWN COUNCIL
28 FEBRUARY 2023

AGENDA ITEM 8: TOWN COUNCIL COMMITTEE VACANCIES

1. Overview

1.1 Following the resignation of a Town Councillor vacancies were created on the Highways, Roads and Transport Committee (1) and Leisure, Tourism and Open Spaces Committee (1)

1.2 Council wished to wait until appointment had been made to the Padstow Ward vacancy.

2. Vacancies

2.1 As the Padstow Ward vacancy was filled via co-option Council may now wish to appoint to the Committee vacancies, as follows:-

a. Highways, Roads and Transport Committee (1)
b. Leisure, Tourism and Open Spaces Committee (1)

Full Council - Agenda item 9.
Finance Report

a) to receive the monthly Finance Report.

b) to approve accounts outstanding and ratify payments made since the last meeting.

c) to note the car park takings.

d) Bank reconciliations - to note their availability for inspection each month.

Finance Report - Agenda item:

Budget Report for the period 1.4.22 - 31.1.23			
	Actual	**Budget**	**Budget 1.4.22-31.3.23**
Revenue Income	933,329	780,188	820,705
Revenue Expenditure	606,390	651,925	771,075
Capital/project expenditure	42,757	300,833	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.

To ratify payments made:

ACCOUNTS OUTSTANDING
February 'b' 2023

Date	Cost centre	Supplier	Details	Net	VAT	Total
						£
6.2.23	Administration	James Hallam Ltd	excess Public Liability Insurance (PLI)			1694.84
7.2.23	LTOS	Padstow Petrol Station	fuel	336.82	67.37	404.19
1.2.23	LTOS	Travis Perkins	paint, paintbrushes, WD40, barrier tape etc	316.21	63.26	379.47
7.2.23	Corporate Services	Kestrel Guards	check call service - 1 month	300	60	360
31.1.23	Corporate Services	IPS Group	credit card transaction fees & secure gateway wireless data fee - 1 month	216.50	43.3	259.80
31.1.23	HRT	G4S	car park machine cash collections - 1 month	199.07	39.81	238.88
11.2.23	Democratic Services	CALC	planning training - Councillors	90.00	18.00	108.00
1.2.23	LTOS	Tudor Environmental	waterproof trousers, hazard tape, visor etc	63.99	12.8	76.79
11.2.23	Administration	Tanist Ltd	Cloud telephony service - 1 month	46.35	9.27	55.62
3.2.23	LTOS	Golant Fire & Security	reinstall fire call point at the Core Building	40	8	48
8.2.23	Administration	SeaDog IT	website hosting & maintenance			29.95
1.2.23	LTOS		PTC clothing - reimburse staff			25.38
						3680.92
			February - gross wages, NIC ER's and LGPS ER's			25213.54
			Direct Debits			
1.2.23	Administration	Sage UK Ltd	Sage Payroll & Pensions - 1 month	46	9.20	55.20
1.2.23	Corporate Services	RingGo Ltd	RingGo fees - 1 month	532.27	106.45	638.72
1.2.23	Env - toilets	South West Hygiene	sanitary & nappy bin servicing - 1 month PTC toilets	166.6	33.32	199.92
9.2.23	Env - toilets	AUK Supplies Ltd	hand soap	14.23	2.85	17.08
						910.92

Approved by 2 Councillors who are bank signatories:

Date	**Name**	1	2
	Signature	1	2

To ratify payments made:

ACCOUNTS OUTSTANDING
February 'a' 2023

Date	Cost centre	Supplier	Details	Net	VAT	Total
						£
31.1.23	Capital/projects	IPS Group	5 MS1 car park machines, installation, training etc	20490	4098	24588
18.1.23	Env - toilets	RW Daker Plumbing & Heating	North Quay toilets - replace toilet, cistern & baby changing room touchless tap			2156
29.1.23	Capital/projects	IPS Group	spare coin boxes, kets etc for new car park machines	822.50	164.50	987.00
26.1.23	HRT	Paragon ID	IPS car park tickets	779.4	155.88	935.28
1.2.23	Administration	Tanist Ltd	IT support - 1 month	233.5	46.7	280.2
1.2.23	Env - toilets	Churchill	legionella control support - PTC toilets & Station House 1 month	140	28	168
1.2.23	LTOS	Total Pest Control	pest control - Rope Walk allotments - quarterly visit	135	27	162
27.1.23	Administration	SeaDog IT	gov.uk domain renewal (2 years)			155
1.2.23	Env - Cemetery		refund of EROB fee paid, following Deed of Surrender			110
30.1.23	LTOS	The Quay Garage Padstow	puncture repair	19	3.8	22.80
30.1.23	Administration	Sea Spray	window cleaner			22.00
						29586.28
	Standing orders or Direct Debits (regular payments of the same amount):					
7th	Corporate	Barclays Bank	bank charges			18.50
1st		Cornwall Council	Non Domestic Rates - PTC sites			870.00
						888.50
			January - gross wages, NIC ER's and LGPS ER's			27005.44
			Direct Debits			
25.1.23	Env - toilets	EDF	electricity - North Quay toilets	44.09	2.20	46.29
23.1.23	LTOS	Mole Valley Farmers	timber, drill bits, nuts & bolts	272.85	54.57	327.42
31.1.23	LTOS	Biffa	bulk waste bin emptying - 1 month	364.8	72.96	437.76
						811.47

Approved by 2 Councillors who are bank signatories:

Date	**Name**	1	2
	Signature	1	2

5

5

To ratify payments made:

ACCOUNTS OUTSTANDING
January 'c' 2023

Date	Cost centre	Supplier	Details	Net	VAT	Total
						£
18.1.23	LTOS	TMS Ltd	Dock wall - pile repairs	15000	3000	18000
17.1.23	LTOS	Masons Kings	WK22 ABN replace broken mud flap deflector & WA17 GVO replace flasher unit	492.97	98.59	591.56
16.1.23	LTOS		Survey Monkey re CCTV consultation (reimburse staff)			384
20.1.23	HRT	Cornwall Council	Civil Enforecment Officer (CEO) - PTC car parks 1 month			380.87
16.1.23	LTOS	Travis Perkins	wood, sand, cement, Sadolin	195.99	39.2	235.19
15.1.23	Administration	Tanist	FTTP & Cloud telephony service 1 month	88.17	17.63	105.80
23.1.23	Administration		Petty cash - consumables			62.87
						19760.29
			Direct Debits			
						0.00

Approved by 2 Councillors who are bank signatories:

Date	**Name**	1	2
	Signature	1	2

Padstow Town Council
Railway & Lawn car park takings 2022-23

n/c 4404	Railway car park						n/c 4406	Lawn car park				
	2018-19	*2019-20*	2020-21	2021-22	**2022-23**	*Budget 2022-23*	*2018-19*	*2019-20*	2020-21	2021-22	**2022-23**	*Budget 2022-23*
Apr	*36375*	*41415*	*23*	*26780*	**49115**	*20,000*	*10242*	*11988*	0	6503	**16638**	*5000*
May	*43600*	*44549*	*692*	*54029*	**49618**	*40,000*	*12287*	*13217*	63	19405	**17377**	*15000*
Jun	*49098*	*45380*	*3556*	*70341*	**56070**	*50,000*	*14352*	*13463*	485	30490	**22085**	*21000*
Jul	*59587*	*57969*	*51165*	*76531*	**65553**	*60,000*	*16345*	*17136*	20726	32816	**28477**	*25000*
Aug	*69811*	*64687*	*71756*	*86647*	**81610**	*70,000*	*21050*	*23158*	27741	35878	**31448**	*25000*
Sep	*45461*	*48631*	*64641*	*63818*	**55672**	*50,000*	*13871*	*14103*	26140	27711	**23266**	*21000*
Oct	*38792*	*37094*	*50706*	*57127*	**45185**	*45,000*	*10819*	*9496*	19619	21703	**13067**	*20000*
Nov	*6311*	*5967*	*3732*	*27011*	**17353**	*20,000*	*1555*	*722*	934	5390	**3798**	*4000*
Dec	*8350*	*7972*	*4187*	*17716*	**21403**	*10,000*	*2056*	*1445*	945	4673	**7471**	*3000*
Jan	*4206*	*5616*	*784*	*13736*	**10046**	*10,000*	*1267*	*611*	60	3390	**2553**	*2000*
Feb	*6731*	*6173*	*569*	*20283*		*10,000*	*1660*	*11*	43	5503		*4000*
Mar	*16379*	*9993*	*2395*	*25304*		*10,000*	*3832*	*51*	212	6216		*5000*
	384701	*375446*	*254206*	*539323*	**451625**	395000	*109336*	*105401*	*96968*	*199678*	**166180**	150000
Railway sub totals Apr'22-Jan '23	*361591*	*359280*	*251242*	*493736*	***451625***	*375000*	Lawn sub totals Apr'22-Jan '23	*103844*	*105339*	*96713*	*187959*	***166180***	*141000*

Apr'22-Jan '23	*2018-19*	*2019-20*	*2020-21*	*2021-22*	**2022-23**	*Budget 2022-23*
Railway	*361591*	*359280*	*251242*	*493736*	**451625**	*375000*
Lawn	*103844*	*105339*	*96713*	*187959*	**166180**	*141000*
Total	*465435*	*464619*	*347955*	*681695*	**617805**	*516000*

Car park takings

April 2022 - January 2023 car park takings are £617,805 this year, which is £101,805 more than the Budget and £63,890 less than the same period last year.

AGENDA ITEM 10a: CORRESPONDENCE

Councillors Correspondence for Information – February 2023

Item	From	Referring To	Notes
a	Countryside Access Team (Environment) Cormac / CC	Gulley that has formed on the steps leading to St Georges Well.	Countryside Officer inspected and they will put up warning notices for the moment and plan to return to backfill the hole when funds allow. Was noted that unfortunately their budget is already allocated for the rest of this financial year.
b	Bodmin & Wadebridge Neighbourhood Police	February 2023 Newsletter	Shared on Councils website
c	CALC asked to circulate invite from the Pennon Group	Next meeting of Let's Talk Water Forum is being held online on Thursday 2nd March 2023 @ 2-4pm.	Aims to set out and discuss our draft Water Resources Management Plan for South West Water, Bristol Water and Bournemouth Water. Interested members to register their place. Councillors to contact office is wishing to attend.
d	Cornwall Council Planning and Housing	January 2023 Neighbourhood Planning Newsletter includes: *Government consultation on future of planning – including changes that relate to NDP's *Climate Emergency DPD proceeding to adoption *Responding to planning applications and to refer to NDP *NDP Survey results And more	Newsletter has been sent to Planning Committee members due to consultation information.

PADSTOW TOWN COUNCIL: 28 FEBRUARY 2023

Agenda item 10b i) Land Use Request: Slipway and Bandstand

1. Brief overview

1.1 Marie Curie have completed a land use request form for the Padstow to Rock swim they are looking to hold on Sunday 30 July 2023.

1.2 They will be looking to run the event for 400 swimmers in two groups elite and non elite from South Quay slipway to the RNLI slipway at Rock. The event is now in it's 12th year. Last year it raised 83K and since 2011 raise 850K. They have said they have over 50 volunteers involved in the event.

2. Request details

2.1 Use of Slipway South Quay from 9am to 6pm

- As in previous years for the swimmers to enter the water.

2.2 Use of bandstand for a performance and collection from 6.30 - 8pm

- Currently the Council has already agreed RNLI Life boat day for this date, Council Support Officer has been in touch with the RNLI organiser to inform them of above request and they confirm that this won't effect the RNLI event as they will have vacated the bandstand by 5pm.
- Marie Curie will arrange their own collection license with CC.
- Previous years Padstow Town Council has provided the road closure, Council Support Officer is currently liaising with the 4x4 Responders on dates they can help with closures.

2.3 Additional to the above two points 2.1 & 2.2 they are also seeking permission for parking. This is for the use of 2 coach bays for the band and volunteer parking, along with use of the Council staff parking area by the Council Chamber. It is suggested to facilitate this, a maximum of 18 permits be issued which will stipulate areas of use. It will also be made clear that Cornwall Council enforce the car park and the Town Council can not be intervene as per its SLA with CC with any parking dispute/penalty.

3. Resolution

3.1 Are Council happy to give permission for the use of land as stipulated in the agenda report for the above event, provided relevant risk assessment and insurance are provided to the satisfaction of Council insurers? Furthermore, that free parking is provided as detailed in the agenda report.

PADSTOW TOWN COUNCIL: 28 FEBRUARY 2023

Agenda item 10b ii: Land use request:Lawns

1. Brief overview

1.1 Council has received a land use request for the grassed area inside the fencing, as you access the Lawns Car Park on the right-hand side, for access to aid renovation works to a garden in Hill Street.

2. Request Details

2.1 The contractor who is undertaking the renovation works has provided the following detail:

1. To commence 2/10/23. Length of works – 6 weeks
2. Week 1-2.
    a. Place 6-cubic-metre (standard size skip) within the grassed railings, immediately behind 7 Hill Street at 8.00am. The space will simply be used for the skip and a firm laid walkway from the skip to the private garden area. Therefore, there will be little wear and tear to the grassed areas within the rails.
    b. Move hedging to the side, so it can be returned to position once works are completed
    c. Remove one standard fence panel on the private land of 7 Hill Street, to create a gap for removal of existing paving, and delivery of new products. Replace new fence panel once works are completed
    d. Insert a small conveyor belt. This will help removal of old paving, as there is a steep section of 6 feet within the garden area of 7 Hill Street.
    e. All grassed areas will be made good once skip removed at owners' cost.
    f. Every evening the gap will be secured
3. Week 3-6.
    a. New materials to be placed on site
    b. Skip removal asap (max 4 weeks).
    c. Continuation of renovation will be within the garden perimeter
    d. Continued access through the gap until works are completed
    e. All hedging and grassed areas to be made good, on completion
    f. Minimum disruption to the general public, as activity is within railings area
4. Notes. Contractor will pay for personal parking
    [redacted] will pay the Council a fee for siting the skip within the rails, if required to do so.
    [redacted] will be paying for labour, materials and hire of equipment

    There is NO heavy equipment required for this project, just manpower

3. Considerations

3.1 Town Clerk has had a site meeting with applicant to provide information about how busy the car park is and that any drop off to the site would need to be early in morning, not to affect flow of traffic and to ensure risk assessment provides information on public protection.

3.2 Since 3.1 meeting the applicant has provided the contractors risk assessment and insurance detail, which has been sent to the Council's insurers to check they are satisfied, we are still awaiting confirmation. However, to inform Council the risk assessment does includes heras

fencing around the affected area and that signage will be provided to alert public of works.

3.3 Request does say they will remove fence panel and replace after works and will also make good any grass area.

3.4 Applicant has said they are willing to pay a fee for using the area.

3.5 As the main sign into the car park is at the entrance of the area they are looking to use, it would be prudent that any permission is subject to the sign not being obstructed.

3.6 Council may wish to give consideration to when these works take place, request is for 2 October 2023 which would then take these works into October half term. Do Council instead wish these works to take after October half term?

3.7 To aid with consideration, Council Support Officer provides picture of area for Council's information below:

4. Recommendation

4.1 If Council are happy with give this permission it is recommend that is it subject to the following:

a) That their risk assessment and insurance satisfy Councils insurers;
b) That they do not obstruct the car park entrance or sign;
c) That they make good after the works to the satisfaction of the Council;
d) Council to determine when they would prefer works to commence, thoughts to be given as per 3.6 above.

4.2 As this is for a number of weeks on Council land and will provide the owner of the property easier access to undertake these works it would seem prudent to charge. What are Councils thoughts on this?

PADSTOW TOWN COUNCIL: 28 FEBRUARY 2023

Agenda item 10 b iii) : Land Use Request: Railway Car Park

1. Brief overview

1.1 The Council has been contacted by a company who are looking to undertake repairs to the harbour gate hydraulic cylinder due to an oil leak. To undertake the work a large part needs to be brought in and they are seeking permission to use an area in Railway car park to arrive, unhinge and store the large transport trailer.

2. Request Details

2.1 The company are looking to complete the land use policy application form, however, to avoid delay they did have a site meeting with the Town Clerk and Council Support Officer and provided their public liability insurance and draft risk assessment.

2.2 At the site meeting it was thought best location would be the staff parking area outside the Council Office, by the Council Chamber. This position would better ensure that the vehicle and trailer would not have to negotiate the car park, which as Council knows is busy with vehicles, sand lorries and buses etc.

2.3 They would look to arrive, unhitch the large trailer and park in the parking area, then move the replacement part onto the smaller section of the trailer and transport it to Padstow Harbour Commissioner land. There is no crane movement on Padstow Town Council land.

2.4 Their risk assessment includes use of banksmen and vehicle using flashing beacons to aid safety and make sure public are aware.

2.5 Whilst writing this report, the date and time of arrival on the car park has not been confirmed. However, the Town Clerk has highlighted to them activities on our car park as well as peak times best to avoid. They would hope to get these works undertaken as soon as possible due to the environmental impact.

3. Recommendation

3.1 That Council i) give permission , as per the detail in this agenda report provided the risk assessment and insurance are to the satisfaction of Council insurers/H&S representative; ii) delegation decision to the Town Clerk in respect of when this can take place; and ; iii) As this will take up staff parking area, with staffing having to park in the car park that a day rate of spaces used be charged.

PADSTOW TOWN COUNCIL
28 FEBRUARY 2023

Agenda Item 10iv: Correspondence: Permitted Development Consultation Base Station adjacent Green Lane, Four Turnings, Padstow

1. Overview

1.1 A Consultant Planner on behalf of Cornerstone has contacted the Council to consult on their proposal to upgrade to existing base station adjacent to Green Lane, Four Turnings, Padstow PL28 8RL.

1.2 The company has provided details of the proposal and have advised that these plans fall under the permitted development and that all details have also been sent to Cornwall Council's Planning Department.

1.3 Generally local Councils are not advised of permitted development matters, however on this occasion the company are consulting the Council. They are asking if the Council have any comments or would like additional information in this regard.

2. Details

2.1 Appendix 1 is the consultation letter. Please note we have liaised with the Planning consultant and extended the deadline for comments so this can be discussed at February's Full Council meeting.

2.2 Appendix 2 are the plans relating to the works.

2.3 A 10 page document was also provided being the General information for Telecommunications Development – England, which has information about:

- The company Cornerstone
- Benefits of 5G
- Planning policies guidance
- Consultation and information about previous legal cases.

Should Councillors wish view the same a copy can be emailed upon request, please contact the office who will assist with this. The Town Clerk will have a copy available at the meeting.

Agenda item 10iv Appendix 1

cornerstone

GallifordTry

Our ref: CS122569_23

31st January 2023

Padstow Town Council

Galliford Try Telecoms
Crab Lane, Fearnhead
Warrington, WA2 0XR
www.gallifordtry.co.uk

Dear Councillors

PROPOSED UPGRADE OF (CS122569_23) THE EXISTING BASE STATION SITE ADJACENT TO GREEN LANE, FOUR TURNINGS, PADSTOW, CORNWALL, PL28 8RL.(NGR: 190953/074570

Cornerstone is the UK's leading mobile infrastructure services company. We acquire, manage, and own over 20,000 sites and are committed to enabling best in class mobile connectivity for over half of all the country's mobile customers. We oversee works on behalf of telecommunications providers and wherever possible aim to:

- promote shared infrastructure
- maximise opportunities to consolidate the number of base stations
- significantly reduce the environmental impact of network development

Cornerstone, Vodafone and Telefonica have identified this site as requiring an equipment upgrade. The purpose of this letter is to consult with you and seek your views on our proposal before proceeding with the works. We understand that you are not always able to provide site specific comments, however, Cornerstone are committed to consultation with communities for mobile telecommunications proposals and as such would encourage you to respond.

As part of the operators network improvement program, there is a specific requirement for the upgrade of this existing base station to provide improved network services, data speeds and connectivity to the Padstow area.

Mobiles can only work with a network of base stations in place where people want to use their mobile phones or other wireless devices. Without base stations, the mobile phones, and other devices we rely on simply won't work.

Please find below the details of the proposed site and the alternative site options considered and discounted in our site selection process: -

Our technical network requirement is as follows:

- **CS122569_23 – Four Turnings**

In the first instance, all correspondence should be directed to the agent.

Registered Address:
Cornerstone Telecommunications. Infrastructure Limited.
Hive 2. 1530 Arlington Business Park. Theale. Berkshire. RG7 4SA.
Registered in England & Wales No. 08087551.
VAT No. GB142 8555 06

Cornerstone, Hive 2.
1530 Arlington Business Park,
Theale, Berkshire, RG7 4SA

www.cornerstone.network

cornerstone

GallifordTry

- **The upgrade of this existing electronic communications base station to provide enhanced Telefonica (O2) and Vodafone network services.**

A number of options have been assessed in respect of the site search process and we consider the best solution is as follows:

- **The upgrade of the existing electronic communications equipment comprising the replacement of 3 no. antennas with 3 antennas and associated radio support units, additional 300mm and 600mm dishes, 1 No. GPS Module, one additional radio equipment cabinet and ancillary development works thereto.**
- **This proposal will provide improved significantly enhanced Vodafone network services to SW Padstow and the surrounding areas**

The Local Planning Authority mast register and our records of other potential sites have already been reviewed, the policies in the Development Plan have been taken into account and the planning history of the site has been examined.

All Airwave installations are designed to be fully compliant with the public exposure guidelines established by the International Commission on Non-Ionizing Radiation Protection (ICNIRP). These guidelines have the support of UK Government, the European Union and they also have the formal backing of the World Health Organisation.

We look forward to receiving any comments you may have on the proposal within 14 days of the date of this letter.

Should you have any queries regarding this matter, please do not hesitate to contact me (quoting cell number – CS122569_23)

Yours faithfully

Consultant Planner

(For and on behalf of Cornerstone)

In the first instance, all correspondence should be directed to the agent.

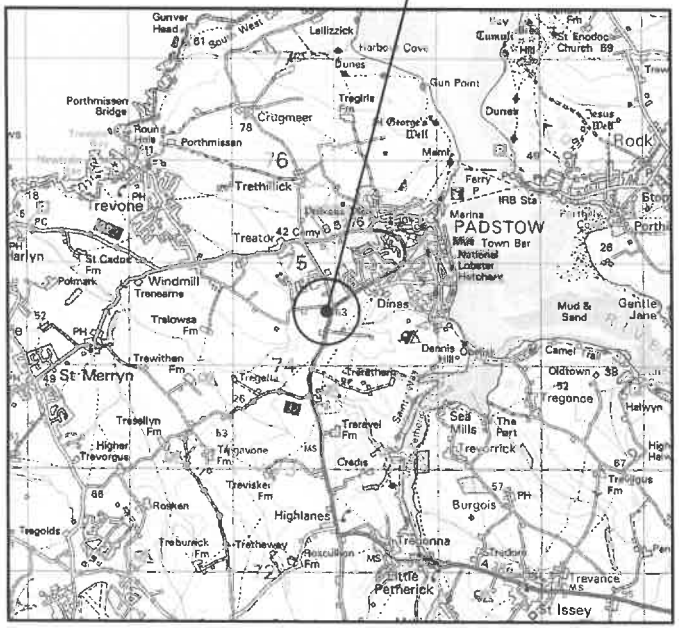
Registered Address:
Cornerstone Telecommunications Infrastructure Limited,
Hive 2, 1530 Arlington Business Park, Theale, Berkshire, RG7 4SA.
Registered in England & Wales No. 08087551
VAT No. GB142 8555 06

Cornerstone, Hive 2,
1530 Arlington Business Park,
Theale, Berkshire, RG7 4SA

www.cornerstone.network

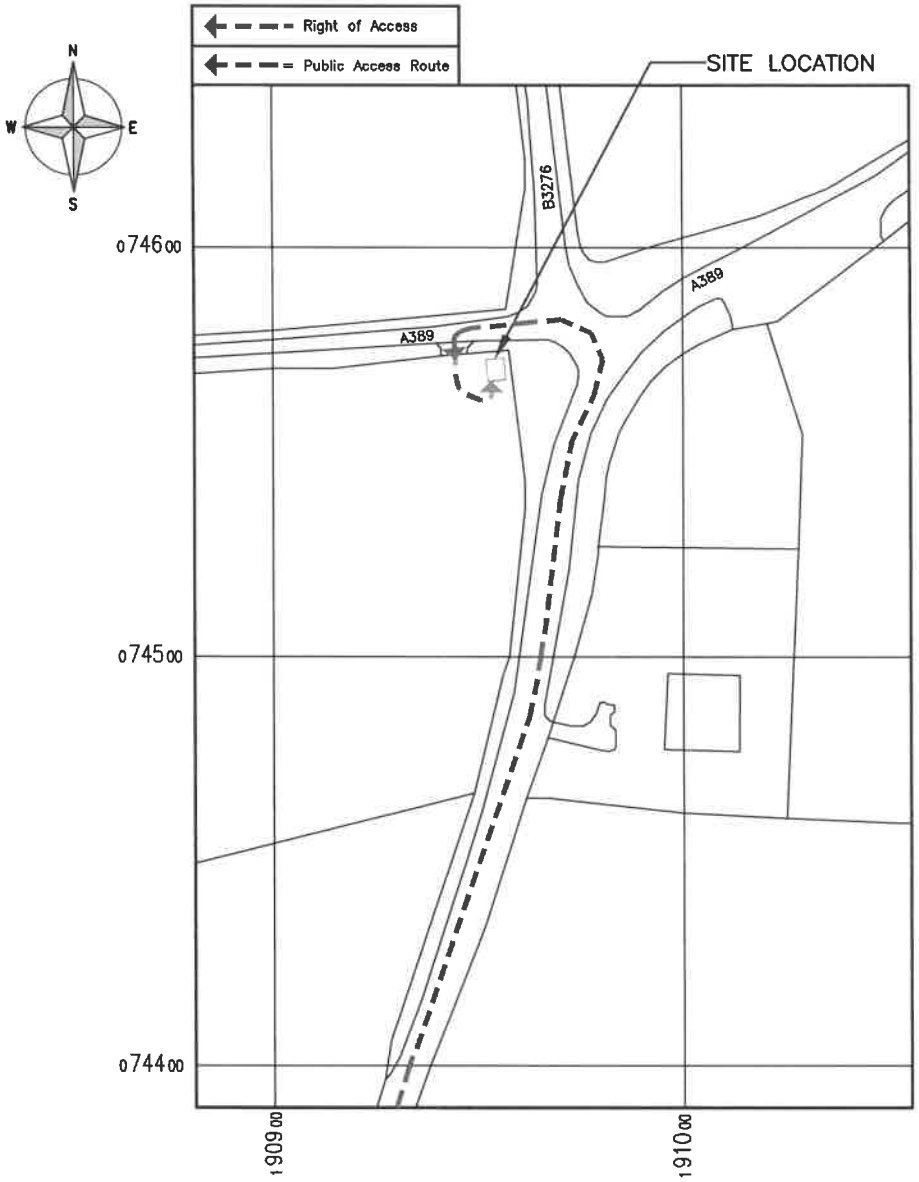
Agenda item 10iv Appendix 2.

92



SITE LOCATION
(Scale 1:50000)

SITE PHOTOGRAPH



DETAILED SITE LOCATION
(Scale 1:1250)

1:250
5m 0 5m 10m 15m 20m 25m

The drawings comply with VMO2 & VF Standard ICNIRP guidelines.
Designed in accordance with Cornerstone documents: SDN0008 & SDN0009.

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R E: 190953 N: 074570

DIRECTIONS TO SITE:
TAKE RAMP TO A38 TO A389/B3268/BODMIN/LISKEARD/LOSTWITHIEL. CONTINUE ONTO LAUNCESTON ROAD/A38. AT ROUNDABOUT, TAKE 2ND EXIT ONTO TURF STREET/A389. AT THE ROUNDABOUT, TAKE THE 3RD EXIT ONTO DUNMERE ROAD/A389. AT THE ROUNDABOUT, TAKE THE 3RD EXIT ONTO GONVENA HILL. THE SITE IS ON THE LEFT THROUGH A FARM ACCESS ROAD.

NOTES:

REV	MODIFICATION	BY	CH	DATE
A	Issued for Approval	MA	MNH	01.12.22

GallifordTry

cornerstone

Cell Name		Opt.
PRIDEAUX BRUNE ESTATE		A
Cell ID No		
CORNERSTONE	VMO2	VF
122569	003732	088819_8

Site Address / Contact Details

GREEN LANE
FOUR TURNINGS
PADSTOW
CORNWALL
PL28 8RL

Drawing Title: SITE LOCATION MAPS

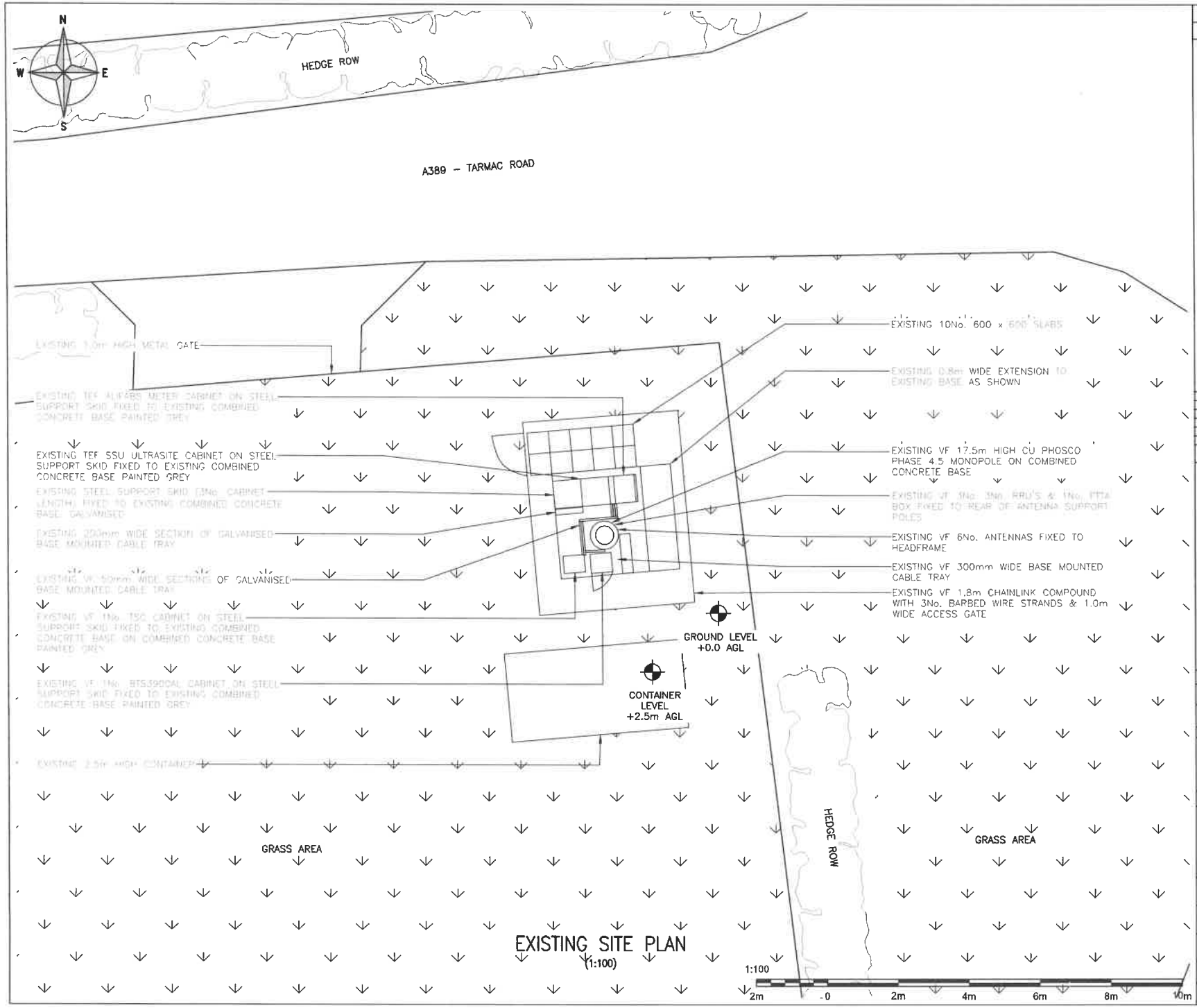
Purpose of issue: PLANNING — Dwg Rev: A

Drawing Number: 100

Surveyed By: DW — Original Sheet Size: A3 — Pack Issue: A

Drawn: MA — Date: 25.11.22 — Checked: MNH — Date: 01.12.22

SDNT0005 Version 1.1



ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R E: 190953 N: 074570

NOTES:

REV	MODIFICATION	BY	CH	DATE
A	Issued for Approval	MA	MNH	01.12.22

GallifordTry
2ND FLOOR (GATEWAY HOUSE)
1 PENMANWAY, GROVE PARK
ENDERBY, LEICESTER
LEICESTERSHIRE LE19 1SY

cornerstone

Cell Name	Opt.
PRIDEAUX BRUNE ESTATE	A

Cell ID No

CORNERSTONE	VMO2	VF
122569	003732	088819_8

Site Address / Contact Details

GREEN LANE
FOUR TURNINGS
PADSTOW
CORNWALL
PL28 8RL

Drawing Title: EXISTING SITE PLAN

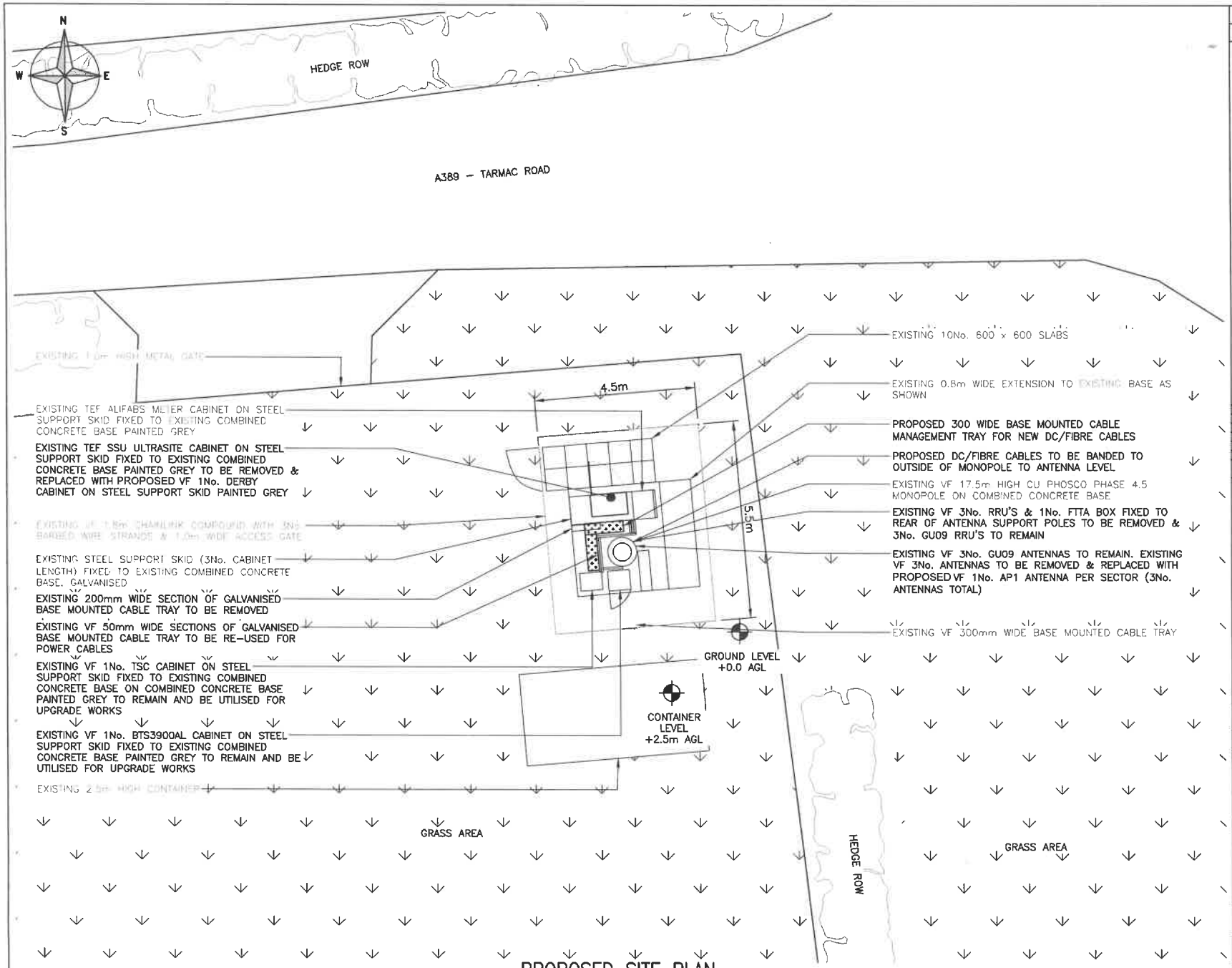
Purpose of issue: PLANNING — Dwg Rev: A

Drawing Number: 200

Surveyed By: DW — Original Sheet Size: A3 — Pack Issue: A

Drawn: MA — Date: 25.11.22 — Checked: MNH — Date: 01.12.22

SDNT0005 Version 1.1



PROPOSED SITE PLAN

(1:100)

1:100

2m 0 2m 4m 6m 8m 10m

The drawings comply with VMO2 & VF Standard ICNIRP guidelines.
Designed in accordance with Cornerstone documents: SDN0008 & SDN0009.

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R E: 190953 N: 074570

REV	MODIFICATION	BY	CH	DATE
A	Issued for Approval	MA	MNH	01.12.22

GallifordTry
2ND FLOOR, GATEWAY HOUSE
4 PENMAN WAY, GROVE PARK
ENDERBY, LEICESTER
LEICESTERSHIRE LE19 1SY

cornerstone

Cell Name	Opt.
PRIDEAUX BRUNE ESTATE	A

Cell ID No

CORNERSTONE	VMO2	VF
122569	003732	088819_8

Site Address / Contact Details

GREEN LANE
FOUR TURNINGS
PADSTOW
CORNWALL
PL28 8RL

Drawing Title: PROPOSED SITE PLAN

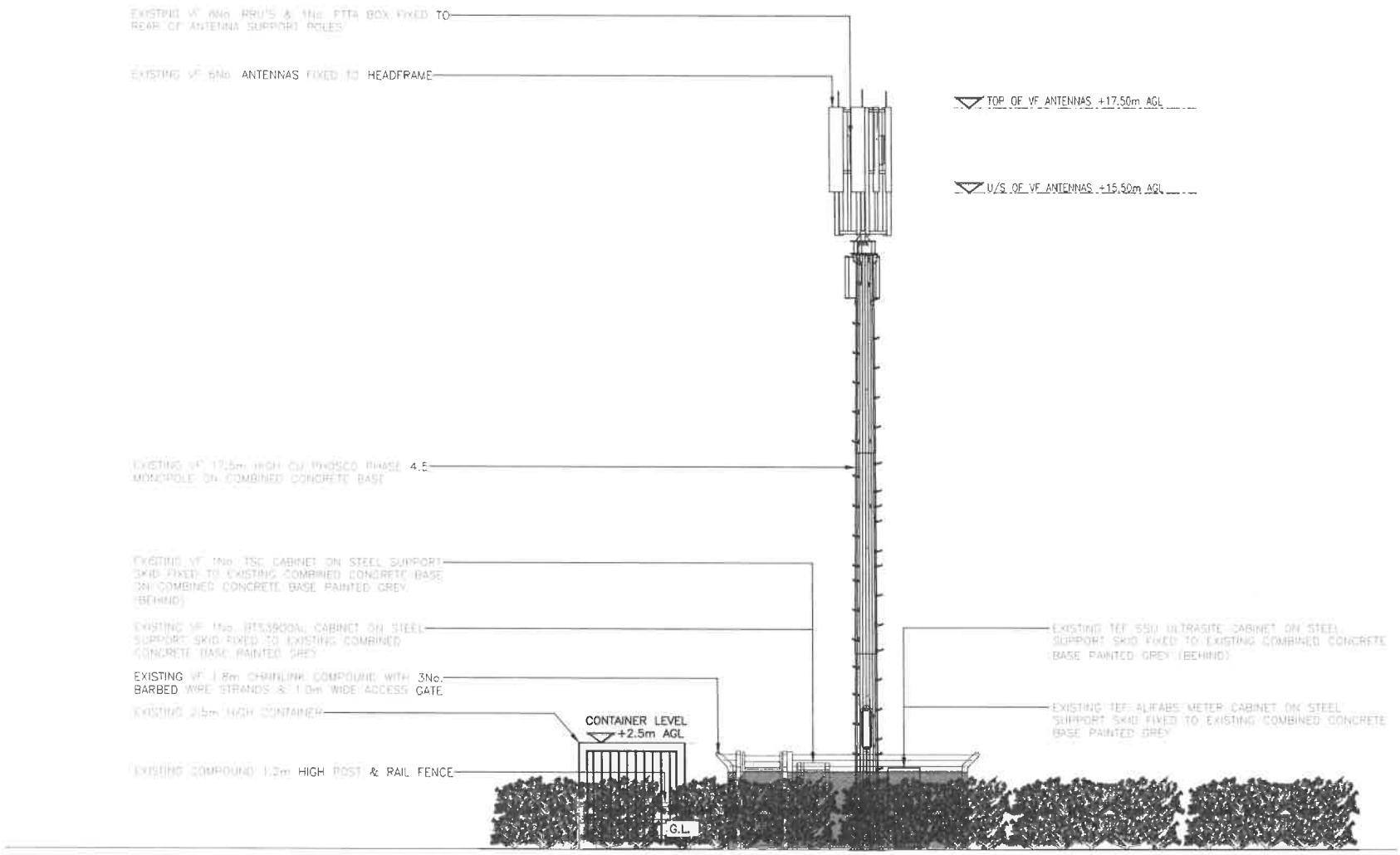
Purpose of issue: PLANNING — Dwg Rev: A

Drawing Number: 201

Surveyed By: DW — Original Sheet Size: A3 — Pack Issue: A

Drawn: MA — Date: 25.11.22 — Checked: MNH — Date: 01.12.22

SDN10005 Version 1.1



EXISTING EAST ELEVATION

(1:100)

1:100

2m 0 2m 4m 6m 8m 10m

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R E: 190953 N: 074570

NOTES:

REV	MODIFICATION	BY	CH	DATE
A	Issued for Approval	MA	MNH	01.12.22

GallifordTry

cornerstone

Cell Name	Opt.
PRIDEAUX BRUNE ESTATE	A

Cell ID No

CORNERSTONE	VMO2	VF
122569	003732	088819_8

Site Address / Contact Details

GREEN LANE
FOUR TURNINGS
PADSTOW
CORNWALL
PL28 8RL

Drawing Title: EXISTING SITE ELEVATION

Purpose of Issue: PLANNING — Dwg Rev: A

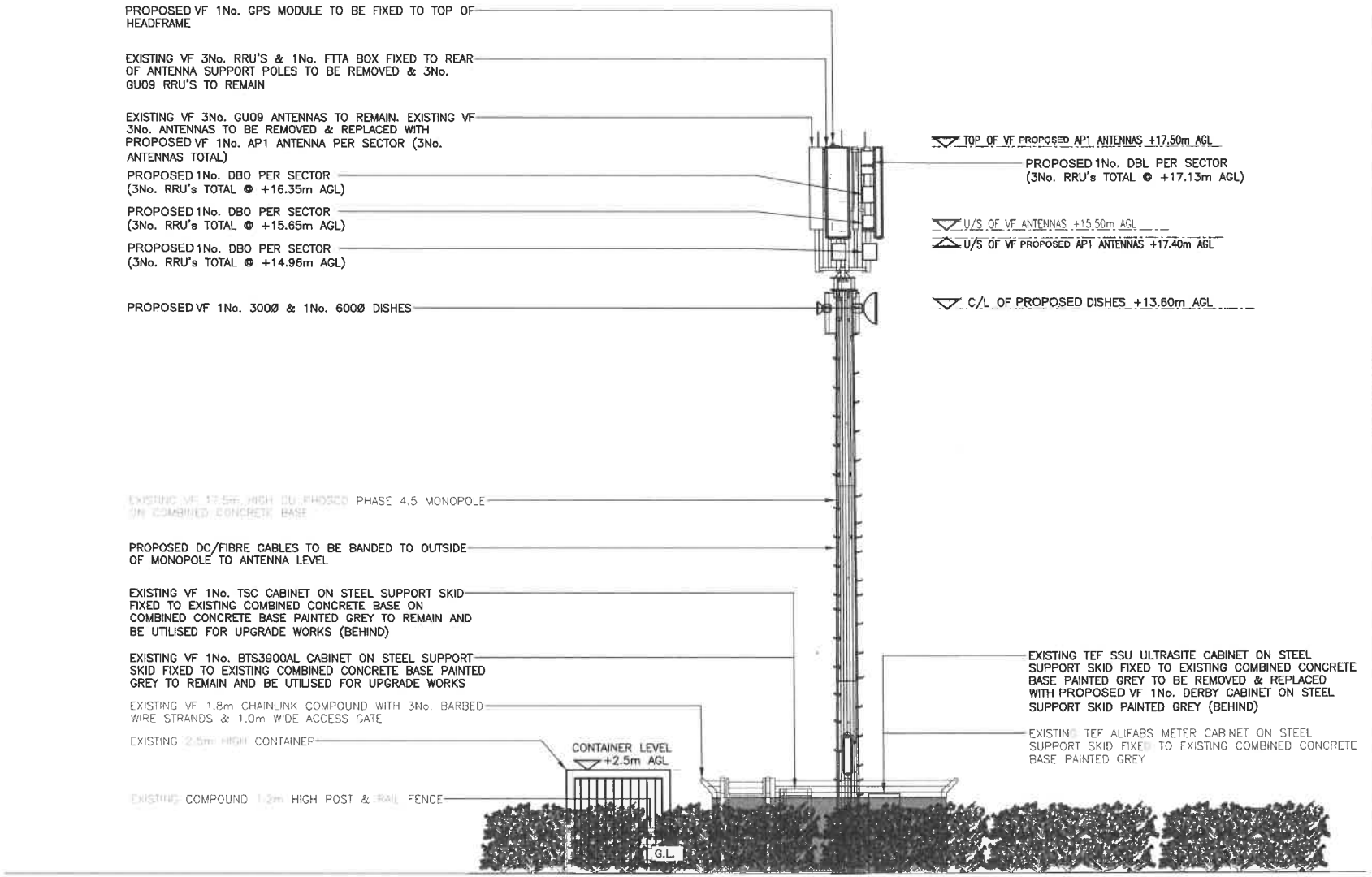
Drawing Number: 300

Surveyed By: DW — Original Sheet Size: A3 — Pack Issue: A

Drawn: MA — Date: 25.11.22 — Checked: MNH — Date: 01.12.22

SDNT0005 Version 1.1

30



PROPOSED EAST ELEVATION

(1:100)

1:100

2m 0 2m 4m 6m 8m 10m

The drawings comply with VMO2 & VF Standard ICNIRP guidelines.
Designed in accordance with Cornerstone documents: SDN0008 & SDN0009.

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R E: 190953 N: 074570

NOTES:

REV	MODIFICATION	BY	CH	DATE
A	Issued for Approval	MA	MNH	01.12.22

GallifordTry
2ND FLOOR, GATEWAY HOUSE
4 PENMAN WAY, GROVE PARK,
ENDERBY, LEICESTER
LEICESTERSHIRE LE19 1SY

cornerstone

Cell Name	Opt.
PRIDEAUX BRUNE ESTATE	A

Cell ID No

CORNERSTONE	VMO2	VF
122569	003732	088819_8

Site Address / Contact Details

GREEN LANE
FOUR TURNINGS
PADSTOW
CORNWALL
PL28 8RL

Drawing Title: PROPOSED SITE ELEVATION

Purpose of issue: PLANNING — Dwg Rev: A

Drawing Number: 301

Surveyed By: DW — Original Sheet Size: A3 — Pack Issue: A

Drawn: MA — Date: 25.11.22 — Checked: MNH — Date: 01.12.22

SDNT0005 Version 1.1

PADSTOW TOWN COUNCIL: 28 FEBRUARY 2023

Agenda item 11: Core Building Refurbishment

1. Brief Update

1.1 Following on from January's Clerk Report which updated that new doors had been installed and broken window repaired, along with inside painting completed. This week the remainder of the sanding down and re-painting of the windows outside of the building will be completed.

1.2 The unoccupied areas of the Core Building have been cleaned and painted inside. There are some electrical items which now need to be PAT tested which the office team will take forward.

1.3 The Town Clerk considers that the smaller office space with a roller door access hatch would be a great space and secure place for the Satellite Food Bank, once it is relocated. This can be kitted out with shelving. When speaking with Jacqui from the Wadebridge Food Bank they have received some funding to split between Wadebridge, Bodmin and Padstow, therefore this shelving can be supplied by them, which is fantastic news.

1.4 The Town Clerk also considered that the smaller office, at the rear of the building would be a great space to offer to any organisation group who need a quite confidential space to use, such as the NHS Prescribers.

1.5 As per the January update the Council Support Officer was looking to obtain quotations for furniture, this was highlighted to the LTOS Committee by way of an update and to come back to them. However, the Town Clerk considered to avoid any further delay instead to report to this meeting of Council.

2. Furniture

2.1 The Council Support Officer and Town Clerk visited the Core Building and gave consideration to thoughts on furniture that would be good for a range of activities, to hopefully give flexibility for the space. As Council will know the main available community space at present being one side of the building.

2.2 Cornwall Council has agreed that we can keep the 2 tub chairs from the furniture already on site.

2.3 Keeping the above points in mind it was thought furniture requirements at this stage could be:

Relaxed Welcome Area

2 x tub chairs already on site
1 x sofa similar to tub chairs
1 x coffee table

Workspace/Meetings Area

4 x rectangle foldable tables (like Council Chamber tables)
4 x Semi-circle foldable tables (like Council Chamber tables)
25 x Stackable chairs
10 x Arms to fix to some chairs – to give a mixture.

2.4 The Council Support Officer approached our regular office stationery supplier, who has been accommodating and helpful. Furthermore, any additional items can be added at a later date.

2.5 Quotation to include 10 chairs with arms, so a mix of seating options is £4364.43 ex. VAT.

2.6 Appendix to this report outlines the range provided in the quotation.

3. Budget

3.1 Whilst only one budget has been obtained, this is a regular supplier of the Council. The RFO is content with this and has confirmed that of the £10,000 budget for the Core Building Maintenance £7,040 is remaining. It should be noted that other ancillary items need to be bought such as cutlery, cups, plates etc. There may well be some storage required, however there is plenty of cupboard space in the kitchen and until we know the full potential of usage, felt best to wait and see in this regard.

4. Council's Consideration

4.1 Officers would welcome Council's view as to what they consider would work for the space. Are Council happy order be placed as detailed in this report?

Relaxed Welcome Area

Tub chairs already on site.

Sofa – lots of colour samples to choose from, couple below to try and match in with tub chairs.

YN160
Boulevard

CPP06
Botanic

IF141
Aquamarine

Coffee Table

Workspace/Meetings Area

Semi-Circular Deluxe F

Agenda Item 14.

Meetings and Events attended February 2023. - MAYORS REPORT

February 3rd 2023 - Padstow Sea Cadets Annual Awards Evening.
This was an evening that I was invited to attend by the Padstow Sea Cadets to hear all about what they had achieved over the course of 2022, and what they had planned for 2023. It was a very well attended evening with many parents attending alongside all of the cadets, officers and committee members. The presentation of the majority of the awards was to be carried out by the Unit President , Commodore Jamie Miller CBE DL RN but unfortunately he had a family emergency to attend so I was asked if I would step in and present the awards to the worthy recipients which included cadets and officers of the unit. It was a pleasure to hear how strong and dedicated the Unit is in helping youngsters achieve their goals in getting on in the Sea Cadets, along with all the hard work the Officers and volunteers put into keeping the Unit thriving. The Padstow Mayor's cadet for 2023 is Ordinary Cadet Adam, who I presented with a town crest badge which he will have attached to his uniform for this year. A very enjoyable evening had by all who attended I think.

February 10th 2023 - Community Levelling Up Local Good Growth Delivery Framework.
This was the first meeting of Chairs/Vice Chairs of the proposed new CAP's(community area partnerships). We were told that Cornwall Council had agreed the geography of the new areas at cabinet the previous day which results in there now being 12 areas instead of the previous 19. The new area that Padstow is in is now the Bodmin, Wadebridge, Padstow, St Teath and Tintagel CAP, which previously was just the Wadebridge and Padstow Network Panel. The main topic was to hear about what funding is going to be available to the areas from April for community projects that can be delivered by March 2025. There are going to be people employed to help with the process of applying for the grants and help in advising whether a proposed project qualifies for funding. There are going to be grants available for feasibility studies which could include architects drawings and business plans which will help a lot of community projects that are struggling with funding to get their ideas off the ground. Cornwall Council will be getting the information out on their website and letting Town & Parish councils know so that they can promote the availability of the funding throughout the towns and villages. More workshops are going to be announced shortly for me to attend and hopefully there will be some local projects that can apply for funding.

February 16th 2023 - Mayors of Cornwall Meeting
As normal an online meeting to which any mayors are welcome to attend, with no agenda it is just good to catch up with other mayor's around Cornwall to hear what is happening in different towns and villages. Topics talked about this time were Cornwall Councils planned increased parking charges and what effects it will have on intown shopping and also there were concerns over people attending church services throughout Cornwall who use CC car parks. Also talked about how different towns were planning on celebrating the King's Coronation with a lot of towns saying that with big cash layouts last year for the Queen's Platinum Jubilee, they were not planning on spending the same amount out of their budget for the Coronation. Finally there were a few comments made on the referendum and the proposed mayor for Cornwall which were all lighthearted but generally everyone is singing from the same hymn sheet that Cornwall is not in favour of, and a mayor for Cornwall is not needed.

Even though February is a short month it does seem to have been a busy month with lots of reading material coming through especially regarding Planning, I along with other planning committee members and Tracey Trestain did sit in on a webinar which was aimed at providing information regarding Helping Local Councils understand the Govt consultation on planning changes 2023. This was only the start of what looks like a long process of changes to planning policies.

Kind Regards
James O'Keefe
Chairman Padstow Town Council.

Agenda Item 15.

PADSTOW TOWN COUNCIL
NOTIFICATION OF COUNCIL and COMMITTEE MEETINGS FOR 2023

Date	Time	Meeting
2023 DATES		
Tue 28 February	**7.30 pm**	**Full Council**
Tues 7 March	7.00 pm [reverted to 7 pm as LTOS now on 14th]	Highways, Roads and Transport Committee
Tue 14 March	7.00 pm	Planning Committee
Tue 14 March	7.30 pm or on the rising of Planning	Leisure, Tourism and Open Spaces 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 maybe 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.