

# PADSTOW TOWN COUNCIL

Council Offices  
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PL28 8DA

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25 January 2023

## TO ALL MEMBERS OF THE COUNCIL

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

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 31 January 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

*K E 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
  - o To receive the Cornwall Councillor's Report
  - o To receive the Police Report
5. **To confirm the minutes** of the Full Council Meeting held on **Tuesday 29 November 2022** having been previously circulated and taken as read *(p1-6)*
6. **Clerk's Report/Work Programme:** To receive an update for information only. *(to follow)*
7. **Committees/Working Group Meetings:**
  - a) To adopt the minutes and approve recommendations (if any) for meetings of the i) Highways, Roads and Transport Committee (17 January 2023); ii) Staffing Committee (24 January 2023), and iii) Leisure, Tourism and Open Spaces Committee (24 January 2023) *> (to follow)*
  - b) To receive minutes of the Planning Committee meetings ( i) 13 December 2022 and ii) 10 January 2023) *(p12-15)*

- 8. Finance:**  
**Monthly Accounts and Payments: January 2023**  
 a) To receive the monthly Finance Report (p16-17)  
 b) To approve the accounts for payment and ratify payments made since the last meeting (p18-22)  
 c) To note the car park takings (p23)  
 d) To give consideration to increasing Public Liability Insurance (p24)  
 e) Bank Reconciliations: To note their availability for inspection each month
- 9. Correspondence:**  
 a) To note correspondence for information (p25)  
 b) To give consideration to the following:-  
 i) International Women's Day: Participation in NALC's celebration of International Women's Day - 8 March 2023 (p26)  
 ii) Land Use Request Bandstand: RSPCA (p26-28)
- 10. Goresdh Update:** To be updated on the latest in this matter and discuss and decide on way forward. (to follow)
- 11. King's Coronation Update:** To be updated on the latest in this matter and discuss and decide on way forward. (p29)
- 12. Town Councillor Vacancy (Padstow Ward):** To give consideration to applications submitted and discuss and decide on way forward on co-opted appointment. (p30 & Separate Cover)
- 13. To discuss and decide on the following planning application:**  
 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. (p31-32)
- 14. Reports from Members/Outside Organisations:** To receive reports from meetings attended (if any) (p33-34)
- 15. To Note Future Meeting Dates and to Note Date of Meeting:** Tuesday 28 February 2023 at 7.30 pm (p35)
- 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 29 November 2022** having been previously circulated and taken as read. (p36-38)
- 18. To adopt the confidential minutes and approve recommendations** (if any) of the i) **Staffing Committee** (24 January 2023); and ii) **Leisure, Tourism and Open Spaces Committee** (24 January 2023) (to follow)

19. **Ben's Crib Box Request:** To give consideration to request and discuss and decide on way forward. (to follow)
20. **Padstow Social Club Request:** To give consideration to request and discuss and decide on way forward. (to follow)
21. **Cornwall Council – Core Building:** To give consideration to request and discuss and decide on way forward. (to follow)
22. **Padstow Sand:** To give consideration to this matter and discuss and decide on way forward. (to follow)
23. **Tenant/Lease Matters Update:** To receive update in this regard and discuss and decide on way forward. (to follow)
24. **Use of Council Land: Railway Car Park:** To receive an update in this regard and discuss and decide on way forward. (to follow)

**PADSTOW TOWN COUNCIL**

**Minutes of the Full Council meeting of Padstow Town Council held on  
Tuesday 29 November 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, Mrs J Dawe, A P Flide, K Freeman, M Rickard and C WatsonSmyth

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

**2022/119 To receive apologies for absence and announcements:**  
Apologies were received from Councillors P Curgenvin, A N Rees,  
Mrs T Walter and from Cornwall Councillor S Rushworth. There  
were no announcements.

**2022/120 Declarations of interest from Members:** Councillor Mrs J Colwill  
declared an interest in agenda item 13 b) PA22/09479 Tregella  
Place Caravan and Camping Tregella Lane Padstow.

**2022/121 Dispensations:** There were no dispensations.

**2022/122 Public Participation:** 6 members of the public attended the  
meeting in support of agenda item 13 b) PA22/09479 Tregella Place  
Caravan and Camping Tregella Lane Padstow.

**Councillor Mrs J Colwill left the meeting.**

1 member of the public addressed the meeting regarding agenda  
item 13 b), points included:

- Application sought to remove conditions 3 and 4 of  
planning application No PA21/09406. Consent granted in  
2022 for retrospective planning for improvements to, and  
extension of, caravan park, improvements to access and  
siting of a mobile home unit to accommodate the warden  
and office - subject to planning conditions;
- Conditions relating to current application are the  
restrictions on use, being between April and October and  
the restriction on using the site for the storage of  
caravans, including the warden's mobile accommodation  
during September to March. Would like to remove these  
conditions to allow for year round use;
- Consider their application is supported by Visit Britain and  
the Cornwall Local Plan as Cornwall has a longer tourist  
season. Other sites across the county have year-round  
use and would like to bring Tregella in line with these. To  
do so would need to operate from the warden's caravan  
which would also be applicants' family home and their  
children attend a local school;

- The site is located in an area of Cornwall where there are lots of attractions. Original approval was in 1980's when there was a shorter season with attractions closed outside of the season. This has now changed, and the site needs to keep up to date;
- Consider will not have a significant impact on the environment. Consider if acceptable part of the year, should be acceptable all year as arguably the winter occupancy will be less than summer occupancy and therefore less impactful than the already approved period;
- Concern for security if need to leave.

**Councillor Mrs J Colwill returned to the meeting.**

Cornwall Councillor's Report: There was no report.

Police Report: There was no report.

**2022/123 RESOLVED** that the minutes of the meeting held on **Tuesday 25 October 2022** be signed as a true record.

**2022/124 Clerk's Report/Working Programme:** The report was noted for information. The Chairman updated that subsequent to the sending of the report, the Deputy Grand Bard for the Gorsedh Kernow had been in touch with a draft press release for the Town Clerk and Chairman to review. It was noted the next step, convening a meeting to form the local organising committee, would take place as soon as possible.

**2022/125 Committees/Working Group Meetings:**

- a) i) **RESOLVED** to adopt the minutes and approve recommendations of the Staffing Committee meeting held on 1 November 2022;
- ii) **RESOLVED** to adopt the minutes and approve recommendations of the Leisure, Tourism and Open Spaces Committee meeting held on 1 November 2022;
- b) **RESOLVED** to receive the minutes of the Planning Committee meeting held on 8 November 2022.

**2022/126 Emergency Scheme of Delegation Decisions:** The Chairman referred members to the Emergency Scheme of Delegation (ESD) register. The Support Officer advised that subsequent to the decision made in respect of the King's Coronation [decision ref - Nov:22:04] the mobile outdoor cinema screen was no longer available. It was noted that an update on a possible King's Coronation event would be brought to a future meeting of the Full Council for consideration.

**RESOLVED** to note and ratify the decisions made via the Emergency Scheme of Delegation, as detailed in the Emergency Scheme of Delegation Decisions report having been sent in the "to follow" papers and taken as read.

**2022/127 Draft Budget 2023-24 and Business Plan:**

- i)a) **RESOLVED** the precept for 2023-24 be set at £nil;
  - b) **RESOLVED** the member allowance for 2023-24 be set for £nil;
  - c) **RESOLVED** the Budget 2022-23 and Draft Budget 2023-24 be approved, as set out in appendix 1 to the agenda papers;
  - d) **RESOLVED** that the updated Business Plan be approved, as set out in appendix 2 of the agenda papers.
- ii) **RESOLVED** to adopt the minutes and approve the recommendations for the meeting of the Finance and General Purposes Committee held on Tuesday 15 November 2022.

**2022/128 Finance: Monthly Accounts and Payments November 2022**

- a) The monthly finance report was noted.
- b) It was **RESOLVED** to i) ratify payments made November (a) of £12,261.18, standing orders or direct debits (regular payments of the same amount) of £8,239.50 and direct debits of £6,568.59; ii) ratify payments made November (b) of £36,875.74, November gross wages of £33,496.05 and direct debits of £402.15; and iii) to ratify payments made November (c) of £5,550.55 and direct debits of £390.18.
- c) Car park takings were noted.
- d) The insurance update was noted.
- e) **RESOLVED** to approve the opening of a Lloyds Bank 32-day Notice Interest Bearing Account.
- f) The availability of bank reconciliations for inspection was noted.

**2022/129 Correspondence:**

- a) Correspondence for information was noted.
- b) i) Land Use Request – Lawns Car Park: The Chairman advised that the Town Clerk had spoken with the requestor and it now looked as though the request would be for November next year and members were happy for the Town Clerk to gather further information for a future meeting.

**RESOLVED** that the Town Clerk take forward investigations into the details of the land use request for the Lawn's car park to bring back to a future meeting of the full Council.

ii) Padstow Museum – Erection of External Notice Board: Members gave consideration to the request from Padstow Museum as outlined in the "to follow" agenda papers and were supportive of the request provided that it did not exceed the size of the Town Council's existing external notice board.

**RESOLVED** to approve the request from Padstow Museum to place a small display unit on Station House, similar in style to the Council's own display board on the basis that: i) ongoing maintenance and care of the display board is the Museum's responsibility; ii) the Council reserves the right to remove the

display board if there are any concerns of health and safety or damage to the Council building; iii) it be fitted securely and appropriately respecting the Council building; and iv) that the display unit does not exceed the size of the Council's own external notice board on Station House.

iii) Christmas Festival – Park and Ride Request: Further to the agenda report, the Chairman confirmed that the request had been withdrawn by the Festival Organiser, as the requester had not fully understood the change to the park and ride operation.

**2022/130 Multi-Use Games Area (MUGA) Project Update:** The Support Officer provided a verbal update at the meeting and members noted the following:

- Works are expected to start in January however, awaiting confirmation on this. The contractor may start in January but then need to come back to do the surfacing as this requires warmer weather – this would likely be April;
- The surfacing may need to be sprayed on, if so they will tape off the site however, concern around possible overspray. To avoid any damage whilst this is done, Council may need to close off some or all areas of the car park;
- The screening curtains requested will no longer be possible, the size of the site has impacted on this. For H&S reasons it can't be inside the play area and as the site is so constricted on size it will not be possible to place outside the space either;
- A compound area will need to be incorporated for the storage of equipment when not in use e.g tennis nets, football goals. This will be accessed via the MUGA but placed out of the court into the grassed area behind the guide hut. The Town Clerk will seek clarification on how this will be secured/locked.
- Two access gates are to be included – one in the current location (grassed side/Social Club) the other on the path coming up the steps. In due course, consideration will be needed as to whether this will be accessible via coded lock.

The Chairman of the Leisure, Tourism and Open Spaces Committee further updated that the issue with the screening curtains was the size of the poles and that space was restricted. He noted that it may be possible for any saving in this area to be used for the storage element.

A member suggested that it would be worth looking at improving the steps by the guide hut for better access to the intended second gate which members were supportive of.

**2022/131 Planning: RESOLVED to make the following planning**

**application responses to the Planning Authority (Cornwall Council):**

a) **PA22/09457 Land East of The Old Barn Trerethern Farm Padstow Cornwall PL28 8LE** – Non-material amendment in relation to decision notice PA21/09729 dated 15.11.21 to add to the building a small porch to the north elevation.  
**SUPPORTED**

**Councillor Mrs J Colwill left the meeting.**

b) **PA22/09479 Tregella Place Caravan and Camping Tregella Lane Padstow** - Removal of conditions 3 & 4 of application No PA21/09406 dated 14.01.22 (Retrospective planning for improvements to, and extension of, caravan park to replace toilet block with new laundry building, construct mower/equipment store, improvement and extension of access track and site mobile home unit to accommodate warden and office)  
**SUPPORTED provided accommodation remains a mobile unit and not a permanent structure.**

**Councillor Mrs J Colwill returned to the meeting.**

**2022/132 Health and Safety Review:** Members were referred to the report in the “to follow papers” noting the overall health and safety review score of 95% and the action plan in place.

**RESOLVED** to note the Health and Safety Review and endorse the Health and Safety Action Plan.

**2022/133 Street Name – Treceurus Farm Development:** The Chairman referred members to the agenda report and following consideration it was **RESOLVED** not to comment on the names for the development at the Treceurus Farm site proposed by Poltair.

**2022/134 Town Council Vacancy (Padstow Ward) and Committee Vacancies:** Members noted the deadline for requests from electors for an election was 29 November and that the results would be available shortly. Should the outcome be appointment by co-option members discussed delaying the advertising of this until January due to the lack of a meeting in December. It was also thought appointment to the committee vacancies should be delayed until a new member was appointed.

**RESOLVED** that i) should the result of the Padstow Ward Vacancy be co-option that this be advertised at the beginning of January; and ii) that the filling of the current vacancies on the Highways, Roads and Transport Committee and the Leisure, Tourism and Open Spaces Committee be deferred until a member is either elected or co-opted.

**2022/135 Reports from members/Outside Organisations:** The report was noted for information.



**2022/136 Dates of Council Meetings: RESOLVED** to defer the next meeting of the Highways Roads and Transport Committee to 17 January 2023 at 7.15pm or on the rising of the Leisure, Tourism and Open Spaces Committee, and ii) to bring forward the start time of the Leisure, Tourism and Open Spaces Committee on 17 January 2023 to 6.30pm.

Date of next meeting, Tuesday 31 January 2023 at 7.30pm and future meeting dates were noted.

**2022/137 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**

**2022/138 RESOLVED** that the confidential minutes of the Full Council meeting held on Tuesday 25 October 2022 be signed as a true record.

**2022/139 RESOLVED** to adopt the confidential minutes and approve recommendations of the Staffing Committee meeting held on 1 November 2022.

**2022/140 Ben's Crib Box Request:** See confidential minutes.

**2022/141 Padstow Social Club Request:** See confidential minutes.

**2022/142 Padstow Cemetery – Cemetery Regulations Enforcement:** See confidential minutes.

**2022/143 Tenant/Lease Matters Update:** See confidential minutes.

**2022/144 Use of Council Land: Railway Car Park:** The update was noted as per the agenda report in the "to follow" papers.

Meeting closed at 8.47 pm

**PADSTOW TOWN COUNCIL**

**Minutes of the Highways, Roads and Transport Committee meeting  
held on Tuesday 17 January 2023 at the at the Council Offices, Station  
House, Station Road, Padstow at 7.15 pm**

**Present:** Councillors K Freeman (Chairman), J O’Keefe, A N Rees and M Rickard

**In Attendance:** Mrs K Pemberton (Town Clerk and Minute Taker)

- HRT2022/19**      **i) Apologies for absence** were received from Councillors P Curgenvan and R Higman. **ii) Announcements** The Chairman advised that Cornwall Council were looking to review their car park charges and changing to “zones”, the zones will classify car parks depending on the areas they are located and what they are used for. This will likely see parking charges increase at Link Road. The Town Clerk also advised that she had yet to hear from Cornwall Council in respect of any future works Cornwall Council may have planned in respect of lining works and broken fencing at Link Road Car Park.
- HRT2022/20**      **Declarations of Interest:** There were no declarations of interest.
- HRT2022/21**      **Public Participation:** There was no public participation.
- HRT2022/22**      **Minutes: RESOLVED** that the minutes of the meeting held on **Tuesday 18 October 2022** be signed as a true record of the meeting.
- HRT2022/23**      **Committee Works i) Update:** was noted for information. In response to a query, the Town Clerk advised that the Dock Works were completed quicker than anticipated. Furthermore, the contractor had applied a good will discount to the invoice. This was appreciated by the Committee.
- ii) Programme:** was noted for information. Committee was happy with the new report layout. The Chairman added that he had noticed the No Cycling signs had faded. The Town Clerk would ask the Council Foreperson to inspect and replace as necessary.
- HRT2022/24**      **Railway Car Park – Relining:** Committee noted the report and were happy with the areas suggested for improvement for quotations to be sought. No other areas to add however, due to the wear and tear on the car park query was raised whether a harder wearing liner was available.
- RESOLVED** to delegate to the Town Clerk in consultation with the Committee Chairman to appoint the contractor to undertake relining works in the Railway Car Park following receipt of quotations.

**HRT2022/25**

**Policy Review:** Agenda report was noted. Committee considered that no major changes were required to the Annual Parking Permit Policy [Season Ticket] and that the option to have two registrations on a parking permit and the option to purchase more than one parking permit was sufficient in respect of the one concern raised by a tenant/permit holder. Committee was also happy that the number to sell remain at 15.

In respect of the Free Parking Policy no changes be made at this time, to leave "as is" but review later in the year to see if there is any impact or changes required in respect of the use of the Core Building. It was felt that the RNLI request each year not be dealt with under this Policy, instead be via "ad hoc" permits [these are handed out for anyone visiting the office or undertaking any work on Council's behalf for a short time on the day in question].

**RESOLVED TO RECOMMEND TO COUNCIL** that i) the Annual Parking Permit Policy [Season Ticket] be amended to remove "without designated parking" from the eligibility criteria, the maximum number of tickets to sell remain at 15 and when the Car Park Order is being updated that Season Tickets be amended to align with the current policy at that time; and ii) the Free Parking Policy remain "as is" but the Highways, Roads and Transport Committee review later in the year.

**HRT2022/26**

**Date of Next Meeting: RESOLVED** that the date of the next meeting be changed to Tuesday 7 March 2023 at 6.30 pm before the Leisure, Tourism and Open Spaces Committee.

Meeting closed at 7.42 pm

**PADSTOW TOWN COUNCIL**

**Minutes of the Planning Committee meeting held on Tuesday 13 December 2022 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 Curgenvan, Mrs J Dawe and Mrs T Walter

**In Attendance:** Mrs K Pemberton (Town Clerk and Minute Taker)

**P2022/42 Apologies and Announcements:** i) There were no apologies for absence; ii) The Chairman announced a typing error in respect of agenda item 5iia) Mordros. The correct planning application number was PA22/10398.

**P2022/43 Declarations of Interest:** There were no declarations of interest.

**P2022/44 Public Participation:** There was no public participation

**P2022/45 RESOLVED** that the **Minutes** of the meeting held on **Tuesday 8 November 2022** be signed as a true record.

**P2022/46 Planning**

**i. The following Cornwall Council planning decisions were noted:**

a) **PA21/10992 The Golden Lion Lanadwell Street Padstow PL28 8AN** – Removal of existing roof slate, felt and batten and re-slate roof. Demolish chimney stack and rebuild using the old bricks.

**APPROVED**

b) **PA21/10993 The Golden Lion Lanadwell Street Padstow PL28 8AN** – Listed Building consent for removal of existing roof slates, felt and batten and re-slate roof. Demolish chimney stack and rebuild using the old bricks.

**APPROVED**

c) **PA22/02865 Well Parc Hotel Dobbin Road Trevone Padstow PL28 8QN** The construction of 10 new 2 storey, 3 and 4 bed holiday homes of between 90-130 square metres including parking for 10 cars, access road, communal recycling, refuse and cycle stores and associated landscaping.

**REFUSED**

d) **PA22/03892 Land East of Dolphins Barn Dobbin Close Trevone Padstow Cornwall PL28 8QS** – New Dwelling

**APPROVED**

e) **PA22/04255 Land at Dinas Padstow Cornwall PL28 8LU** - Outline application for the erection of up to five dwelling including access with all other matters reserved.

**REFUSED**

f) **PA22/04768 Seaway Trevone Road Windmill Padstow Cornwall PL28 8RZ** – Proposed garage.

**APPROVED**

g) **PA22/06998 Prideaux Place Tregirls Lane Padstow PL28 8RP** – Works to trees subject to a Tree Preservation Order (TPO)

**APPROVED**

h) [PA22/07580](#) **35 Treverbyn Road Padstow Cornwall PL28 8DN** – Non material amendment to App No PA21/04115 dated 19.07.21 for proposed replacement dwelling with associated landscaping, namely, amendment to rear dormer; minor extension to balconies; open plan living window changed to door; lower ground floor and ground floor ffl reduced; rear garden access stair from ground floor terrace revised in bedroom 4 and front garden landscaping revised. **APPROVED**

i) [PA22/07820](#) **Black Shed Upper Dobbin Lane Trevone PL28 8QR** – Construction of replacement dwelling **APPROVED**

j) [PA22/07885](#) **Beau Vista Sarahs lane Padstow Cornwall PL28 8EL** – Proposed extension, remodelling and vertical separation of existing 2no. 4 bedroom apartments to provide a pair of semi-detached houses. **APPROVED**

k) [PA22/08194](#) **Padstow Cemetery Padstow Cornwall PL28 8RS** – Works to trees subject to a Tree Preservation Order (TPO), works include crown reduction to evergreen oaks. **APPROVED**

l) [PA22/08528](#) **Pentire Dobbin Lane Trevone Padstow Cornwall PL28 8QP** – Variation/removal of Conditions 1 and 2 of Application No. PA22/04610 dated 22nd August 2022 (Variation of Conditions 1 (approved plans) and 3 of Application No. PA20/03949 dated 29th July 2020 - Reserved Matters application following Outline approval PA17/08592 (access, appearance, landscaping, layout and scale) without compliance with Conditions 1, 2 and 4 of decision notice PA20/09170 dated 08.01.2021) **APPROVED**

m) [PA22/08591](#) **Trevose View Farm Harlyn Bay Road Harlyn Bay Padstow PL28 8GS** – Change of use of agricultural farmland to allow camping from the 1<sup>st</sup> May to 31<sup>st</sup> of August. The capacity of the site will be up to 40 tent pitches and 10 touring grass pitches – no permanent structures. **WITHDRAWN**

n) [PA22/08673](#) **The Moorings Atlantic Terrace Trevone Padstow Cornwall PL28 8RB** – Proposed extension, remodelling and change of use of outbuilding to ancillary domestic accommodation. **APPROVED**

o) [PA22/08988](#) **The Lawns Car Park and The Plantation Hill Street Padstow Cornwall PL28 8EB** – Works to trees subject to a Tree Preservation Order (TPO), fell various ash with ash dieback, fell 3 elms with elms disease, pruning to clear structures and formative pruning to improve trees. **APPROVED**

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

a) [PA22/10398](#) **Mordros Homer Park Road Trevone Padstow Cornwall PL28 8QU** – Non Material Amendment (1) to Application No. PA21/12589 dated 14th February 2022 for Extension to room in the bungalow roof, new single storey rear extension incorporating a new kitchen/dining room. New double height entrance hall and rear dormer added to existing roof, namely, solar panels to front and rear roofs; repositioning of ground floor bathroom, improved snug/office area, associated walls demolished. New sewage pump and pipe

routes added; reorganisation of master bedroom with juliet balcony, rear dormer configuration changed and new en suite position with waste added

**SUPPORTED**

b) [PA22/10225](#) **Armysyde & Trenaton 10 Cross Steet Padstow Cornwall** – Listed Building Consent: Replacement of damaged wall.  
**SUPPORTED, subject to Historic Environment being satisfied**

c) [PA22/08343](#) **Armysyde & Trenaton 10 Cross Street Padstow Cornwall** – Replacement of collapsed walling and associated works.  
**SUPPORTED, subject to Historic Environment being satisfied**

d) [PA22/08577](#) **Seaway Trevone Road Windmill Padstow** – Variation of Condition 2 (approved plans) of Application No. PA21/05118 dated 25.10.21 (Proposed extensions and alterations to Seaways including works to the main dwelling, and conversion of existing garage to ancillary accommodation)  
**NOT SUPPORTED concern with rear extension blocking light to back of Calumet (adjoining property)**

e) [PA22/09995](#) **The Flat Fentonluna Lane Padstow Cornwall** – Variation of Condition 2 (approved plans) and Condition 3 of Application No PA21/10551 dated 27.01.22 (Demolition of existing dwelling and construction of replacement dwelling)  
**SUPPORTED precedent set by adjoining property to wall**

f) [PA22/09996](#) **9 Raleigh Road Padstow Cornwall PL28 8ET** – First floor level side extension, car-port and access to the rear of the existing property underneath.  
**SUPPORTED**

**P2022/47**

**Padstow Town Council Planning Procedure:** Members noted the updates to the Planning Procedure which aimed to reflect current processes more accurately, to include the Council's Emergency Scheme of Delegation and to reflect changes to Cornwall Council's 5-day protocols.

**RESOLVED TO RECOMMEND TO COUNCIL** that the updated Padstow Town Council Planning Procedure as set out in pages 10-15 of the agenda papers be approved.

**P2022/48**

**Date of Next Meeting:** Tuesday 10 January 2023 at 7.00 pm was noted.

The Chairman concluded the meeting by thanking Committee members for their support and hard work and wished them a Happy Christmas. The same sentiments were echoed to the Chairman.

Meeting closed at 7.15 pm

**PADSTOW TOWN COUNCIL**

**Minutes of the Planning Committee meeting held on Tuesday 10 January 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, Mrs J Dawe and Mrs T Walter

**In Attendance:** Mrs K Pemberton (Town Clerk), Mrs S Daly (Support Officer and Minute Taker) and 5 members of the public

**P2022/49 Apologies and Announcements:** Apologies were received from Councillor P Curgenvén

**P2022/50 Declarations of Interest:**

- Councillor Mrs J Colwill declared an interest in agenda item 5 iii) a) PA22/10538 82 Boyd Avenue Padstow Cornwall PL28 8HD;
- Councillor R Higman declared an interest in agenda item 5 iii) f) PA22/11390 Rocky Bottom 23 Dennis Road Padstow Cornwall

**P2022/51 Public Participation: Councillor Mrs J Colwill left the meeting.**

2 members of the public attended the meeting in support of agenda item 5 iii) a) PA22/10538 82 Boyd Avenue Padstow Cornwall PL28 8HD. Comments included:

- Applicants are a young couple who have recently purchased the property, looking to reconfigure to support future family needs and to include a study;
- Downstairs bedroom with wet room is included to support rehabilitation from operation applicant is due to have within next 10 years;
- Applicants are local and work locally, happy to be in property, changes are to facilitate being able to remain there into the future;
- Applicants are avid cyclists; purpose of roller door is for access to stored bicycles and for access to energy efficient heating tanks.

3 members of the public attended the meeting in opposition to agenda item 5 iii) a) PA22/10538 82 Boyd Avenue Padstow Cornwall PL28 8HD. Comments included:

- Concern for loss of natural light and overshadowing by the development, in particular consider would negatively impact light to conservatory and upstairs side window;
- Property extension will prohibit upkeep of fence;
- Concern for access to site during development and H&S implications if road is blocked by construction vehicles due to ongoing issues with parking in Boyd Avenue;
- Consider that scaffolding for second story will not be possible due to position of development.

**Councillor Mrs J Colwill returned to the meeting.**

**P2022/52** **RESOLVED** that the **Minutes** of the meeting held on **Tuesday 13 December 2022** be signed as a true record.

**P2022/53** **Planning**

**i. The following Cornwall Council planning decisions were noted:**

a) **PA22/03102 Land South East of Treceus Riding Stables Treceus**

**Padstow Cornwall** – Outline planning permission with some matters reserved (appearance, landscaping, layout and scale) for mixed-use development comprising of a C2 use class care/nursing home of up to 80 bedrooms (up to 4,500 square metres), up to 28 dwelling, formation of access from the A389 and associated parking, drainage, open space and other infrastructure. **APPROVED**

b) **PA22/06024 Quay Walls within The Old Boat Yard North Quay Padstow PL28 8AF** – Listed Building Consent for repointing and repair of Grade II listed harbour / sea walls. **APPROVED**

c) **PA22/08792 4-6 South Street Padstow Cornwall PL28 8BU** – Listed Building Consent for replacement shopfront signage, minor external alterations, replacement of window and main entrance doors and minor internal alterations to refurbish the shop unit. **APPROVED**

d) **PA22/08841 4-6 South Street Padstow Cornwall PL28 8BU** – Minor external alterations and replacement of window and main entrance doors. Replacement shopfront signage. **APPROVED**

e) **PA22/08842 4-6 South Street Padstow Cornwall PL28 8BU** – Advertisement consent for the replacement fascia signage and new freestanding A-frame sign and hand painted/traditional sign writing. **APPROVED**

f) **PA22/09018 Quayside Cottage Market Strand Padstow Cornwall PL28 8AH** – Change of Use of existing holiday let to additional kitchen space, storage and table space for front of house (Use Class E (b)) **APPROVED**

g) **PA22/09098 Gulland House Upper Dobbin Lane Trevone Padstow Cornwall PL28 8QR** – Retention of building permitted for purposes of a domestic garage and store over (under PA20/06068) to a holiday unit of accommodation over the domestic garage. **APPROVED**

h) **PA22/09450 89 Sarahs View Padstow Cornwall PL28 8LU** – Demolition of conservatory and replacement with new extension at ground floor level and a new balcony at first floor level. **APPROVED**

i) **PA22/09457 Land East of The Old Barn Trerethern Farm Padstow Cornwall PL28 8LE** – Non-material amendment in



relation to decision notice PA21/09729 dated 15/11/2021 to add to the building a small porch to the north elevation. **APPROVED**

j) **PA22/09479 Tregella Place Caravan and Camping Tregella Lane St Merryn Padstow Cornwall PL28 8LA** – Removal of condition 3 and variation of condition 4 of App No PA21/09406 dated 14 January 2022 (Retrospective planning for improvement to and extension of caravan park to replace toilet block with new laundry building, construct mower/equipment store, improvement and extension of access track and site mobile home unit to accommodate warden and office) **APPROVED**

k) **PA22/09995 The Flat Fentonluna Lane Padstow Cornwall PL28 8BA** – Demolition of existing dwelling and construction of replacement dwelling without compliance with condition 2 and 3 of decision notice PA21/10551 dated 27.01.22 **APPROVED**

l) **PA22/09996 9 Raleigh Road Padstow Cornwall PL28 8ET** – First floor level side extension, car-port and access to the rear of the existing property underneath. **APPROVED**

m) **PA22/10398 Mordros Homer Park Road Trevone Padstow PL28 8QU** - Non Material Amendment to application no PA21/12589 dated 14.02.22. for Extension to room in the bungalow roof, new single storey rear extension incorporating a new kitchen/dining room. New double height entrance hall and rear dormer added to existing roof, namely, solar panels to front and rear roofs; repositioning of ground floor bathroom, improved snug/office area, associated walls demolished. New sewage pump and pipe routes added; reorganisation of master bedroom with juliet balcony, rear dormer configuration changed and new en suite position with waste added **APPROVED**

ii. **The following tree works application submitted to Cornwall Council were noted:**

a) **PA22/11457 10 St Saviours Lane Padstow Cornwall PL28 8BD** – Works to trees within a conservation area – removal of three Cupressocyparis Leylandii

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

**Councillor Mrs J Colwill left the meeting.**

a) **PA22/10538 82 Boyd Avenue Padstow Cornwall PL28 8HD** – Two-Storey side extension to add two bedrooms **NOT SUPPORTED i) development is on the boundary, not feasible for future maintenance; and ii) visual amenity and appearance due to roller door.**

**Councillor Mrs J Colwill returned to the meeting.**

b) **PA22/10931 The Walled Garden Duke Street Padstow Cornwall** – Listed Building Consent for proposed installation of an

external ventilation wall fan with a black painted, cast iron grille vent.

**SUPPORTED**

c) **PA22/10916 4 Barrys Lane Padstow Cornwall PL28 8AU** – Proposed rear single-storey extension and associated alterations to existing dwelling house.

**SUPPORTED**

d) **PA22/10917 4 Barrys Lane Padstow Cornwall PL28 8AU** – Listed Building Consent for proposed rear single-storey extension and associated alterations to existing dwelling house.

**SUPPORTED**

e) **PA22/11318 26 Dennis Road Padstow Cornwall PL28 8DE** - Proposed extensions & alterations to existing semi-detached dwelling.

**SUPPORTED**

**Councillor R Higman left the meeting and did not return.**

f) **PA22/11390 Rocky Bottom 23 Dennis Road Padstow Cornwall** – Resubmission of PA19/07659 for: Erection of porch, rebuild and extend existing garage to accommodate kitchen/utility and store. Extension and renovation of existing single storey side/rear addition. Demolition of first floor rear dormer and erection of new dormers to rear and side elevation with associated building works.

**SUPPORTED**

**P2022/54 Date of Next Meeting:** Tuesday 14 February 2023 at 7.00 pm

Meeting closed at 7.20 pm

**Full Council - Agenda item 8**  
**Finance Report**

- a) to receive the monthly Finance Report.
- b) to approve accounts for payment and ratify payments made since the last meeting.
- c) to note the car park takings.
- d) to note the insurance update and consider increasing the Public Liability Insurance.
- e) Bank reconciliations - to note their availability for inspection each month.

**Finance Report - Agenda item:**

<b>Budget Report for the period 1.4.22 - 31.12.22</b>			
	<b>Actual</b>	<b>Budget</b>	<b>Budget 1.4.22-31.3.23</b>
Revenue Income	905,413	764,429	820,705
Revenue Expenditure	547,230	593,025	771,075
Capital/project expenditure	21,445	270,750	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  
January '23**

Date	Cost centre	Supplier	Details	Net	VAT	Total
31.12.22	HRT	G4S	car park machine cash collections - 1 month	934.71	186.94	1121.65
15.1.23	LTOS	Duchy Cemeterys Ltd	excavate graves (recharged to funeral directors)			886
16.1.23	Administration	Ian Dawe	Station House electrical installation report	720	144	864
30.12.22	LTOS	R Clemens Ltd	repair Cornish stone hedge Plantation	480	96	576
21.12.22	Capital/projects	Tintagel Skip Hire Ltd	skip hire for old car park machines etc	330	66	396
12.1.23	Corporate Services	Kestrel Guards	check call service - 1 month	300	60	360
20.12.22	Investment Properties	PTSG Access & Safety Ltd	annual inspection of lathways New Business Units	291	58.2	349.20
5.1.23	LTOS	Padstow Petrol Station	fuel - 1 month	281.21	56.25	337.46
3.1.23	LTOS	Travis Perkins	gravel, brushes & Sadolin	265.01	53	318.01
9.1.23	LTOS	Tudor Environmental	hedge cutting & man at work signs	224.9	44.98	269.88
13.1.23	Administration	Konica Minolta	photocopier rental - 3 months	144.9	28.98	173.88
5.1.23	LTOS	HSQE Ltd	IOSH managing safely - training Maintenance Team	125	25	150
12.1.23	HRT	Ian Dawe	connect new car park machines to the mains supply	120	24	144
13.1.23	Administration	Banner Business Solutions	stationery	88.13	17.63	105.76
11.1.23	Administration	CALC	procurement & planning training	60	12	72
8.1.23	Administration	SeaDog IT	gift voucher for member of staff retiring			50
11.1.23	LTOS	FirstAid4Less	website hosting & maintenance	21.25	4.25	25.5
10.1.23	LTOS	The Quay Garage	eye & wound dressings	12	2.4	14.40
			sack truck inner tube			
			<b>Direct Debits</b>			<b>6243.69</b>
27.12.22	Env - toilets	EDF	electricity - 1 month North Quay toilets	67.08	3.35	70.43
1.1.23	Corporate Services	RingGo Ltd	RingGo fees 1 month	1431.55	286.31	1717.86
1.1.23	Env - toilets	SW Hygiene	nappy & sanitary bin servicing - 1 month PTC toilets	166.6	33.32	199.92
10.1.23	Env - toilets	AUK Supplies Ltd	toilet rolls & mop heads	166.2	33.24	199.44
17.1.23	Env - toilets	AUK Supplies Ltd	toilet rolls & surface & toilet cleaner	62.48	12.5	74.98
						<b>2262.63</b>

**Approved by 2 Councillors who are bank signatories:**

Date	Name	Signature



*To ratify payments made:*

**ACCOUNTS OUTSTANDING**  
**December 'c' 2022**

<u>Date</u>	<u>Cost centre</u>	<u>Supplier</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
19.12.22	LTOS	Newquay Plastics	Core building 2 sets French doors	2960	592	3552
30.11.22	HRT	Michael Vanstone Plant Hire	repair bollards - Railway car park	948	189.6	1137.6
13.12.22	Administration	Golant Fire & Security	annual fire alarm service - Station House, Core Building & Museum & signs	471	94.2	565.2
16.12.22	Corporate Services	Kestrel Guards	check call service 1 month	300	60	360
16.12.22	LTOS	Fernbank Ltd	remove rubble for new bus shelter	240	48	288
14.12.22	Administration	Konica Minolta	photocopies - 3 months	213.3	42.66	255.96
18.12.22	LTOS	Ian Dawe	replace damaged bandstand socket	189.5	37.9	227.4
16.12.22	HRT	Flowbird	Smartfolio 1 month	85	17	102
14.12.22	Democratic Core		Mayor - travel expenses for attending events outside of Padstow parish (3 mths)			96.30
11.12.22	Administration	Tanist Ltd	Cloud telephony service 1 month	47.45	9.49	56.94
						<u>6641.40</u>
1.12.22	Corporate Services	Park Now	Direct Debits	1004.03	200.81	1204.84
14.12.22	Env - toilets	AUK Supplies Ltd	RingGo fees - 1 month	225.15	45.03	270.18
7.12.22	Env - toilets	SW Hygiene	toilet rolls, cloths, centrefeed rolls, graffiti remover etc	28.75	5.75	34.50
						<u>1509.52</u>

**Approved by 2 Councillors who are bank signatories:**

<u>Date</u>	<u>Name</u>	<u>Signature</u>
	1	2
	1	2

*To ratify payments made:*

**ACCOUNTS OUTSTANDING**  
December '22

Date	Cost centre	Supplier	Details	Net	VAT	Total
6.12.22	Capita/projects	Skylight Cinemas Ltd	mobile cinema hire & screen deposit - King's Coronation	995	199	1194
30.11.22	Corporate Services	DWF Law LLP	VAT element of professional charges for insurance claim (reclaimable)	600.3	600.3	600.3
30.11.22	HRT	G4S	car park machines cash collections 1 month	468.4	93.68	562.08
8.12.22	Democratic Core/Admin	CALC	training - planning, HR, being a good employer	190	38	228
8.12.22	Administration	SeaDog IT	website hosting 1 month			29.95
						<u>2614.33</u>
			December - gross wages, NIC ER's and LGPS ER's			29571.42
1.12.22	HRT	EDF	Direct Debits	64.14	3.21	67.35
1.12.22	Env - toilets	SW Hygiene	electricity - sewage pump nappy & sanitary units servicing - 1 month	166.6	33.32	199.92
						<u>267.27</u>

**Approved by 2 Councillors who are bank signatories:**

Date	Name	Signature
	1	1
	2	2



To ratify payments made:

**ACCOUNTS OUTSTANDING**  
December 'a' 2022

Date	Cost centre	Supplier	Details	Net	VAI	Total
28.11.22	LTOS	Glasdon	recycled bench	585	117	702
22.11.22	HRT	Cornwall Council	Civil Enforcement Officer (CEO) - PTC car parks 1 month	391.25	78.25	515.72
17.11.22	HRT	Ashridge Trees	trees required for Lawn car park redevelopment	305.85	61.18	469.50
5.12.22	LTOS	Padstow Petrol Station	fuel - 1 month	270	54	367.03
28.11.22	LTOS	Ian Dawe	Blockhouse electrical remedial works	258.57	51.71	324
23.11.22	Env - toilets	Travis Perkins	paint & timber	233.5	46.7	310.28
1.12.22	Administration	Tanist	IT support 1 month	135	27	280.20
5.12.22	LTOS	Total pest control	pest control - Stile field	129.05	25.81	162.00
2.12.22	Administration	Viking	stationery	120.12	24.03	154.86
30.11.22	LTOS	Mesons Kings	WK22 ABU mower investigate stalling, clean tank and test	97.52	19.5	144.15
1.12.22	Env - toilets	Churchill	legionella control support - 1 month	87.36	17.48	117.02
10.11.22	LTOS	Greenham	PTC clothing	85	17	104.84
22.11.22	HRT	Flowbird	Smartfolio - 1 month	59.28	5.72	102
28.11.22	LTOS	Tudor Environmental	hazard tape & grass seed	38.9	7.78	65
24.11.22	LTOS	Brunel Engraving	stainless steel nameplate (recharged)			46.68
14.11.22	Administration		bottle brush (reimburse staff)			9.99
						<u>3875.27</u>
7th	Corporate	Barclays Bank	bank charges			18.50
1st		Cornwall Council	Non Domestic Rates - PTC sites			8221.00
						<u>8239.50</u>
30.11.22	LTOS	Biffa	Direct Debits	322.81	64.56	387.37
22.11.22	Env - toilets	EDF	bulk bin emptying 1 month	82.35	4.12	86.47
30.11.22	Administration	EDF	electricity - North Quay toilets 1 month	864.49	172.9	1037.39
22.11.22	LTOS	Mole Valley Farmers	electricity - Station House & Railway toilets toilets 1 month	26.39	5.28	31.67
1.12.22	Administration	Sage UK	landscape bark	43	8.6	51.60
			Sage Payroll & pensions - 1 month			1594.50

Standing orders or Direct Debits (regular payments of the same amount):

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	10,000	10,000	1267	611	60	3390	2000	2000
Feb	6731	6173	569	20283	10,000	10,000	1660	11	43	5503	4000	4000
Mar	16379	9993	2395	25304	10,000	10,000	3832	51	212	6216	5000	5000
	<b>384701</b>	<b>375446</b>	<b>254206</b>	<b>539323</b>	<b>441579</b>	<b>395000</b>	<b>109336</b>	<b>105401</b>	<b>96968</b>	<b>199678</b>	<b>163627</b>	<b>150000</b>

Railway	357385	353664	250458	480000	441579	365000	Lawn	102577	104728	96653	184569	163627	139000
sub totals							sub totals						
Apr-Dec '22							Apr-Dec '22						

Apr-Dec	2018-19	2019-20	2020-21	2021-22	2022-23	Budget 2022-23
Railway	357385	353664	250458	480000	<b>441579</b>	365000
Lawn	102577	104728	96653	184569	<b>163627</b>	139000
<b>Total</b>	<b>459962</b>	<b>458392</b>	<b>347111</b>	<b>664569</b>	<b>605206</b>	<b>504000</b>

**Car park takings**

April - December 2022 car park takings are £605,206 this year, which is £101,206 more than the Budget and £59,363 less than the same period last year.

## **Full Council 31.1.23**

### **AGENDA ITEM 8d: Finance: Public Liability Insurance**

The Council's insurance company changed from RSA to Aviva on 1.11.22. RSA had Public Liability Insurance (PLI) of £15 million, with Aviva PLI is £10 million. The RFO requested a quote from James Hallam, PTC insurance brokers, for the additional £5 million and the annual premium is £2233.84 (c£2000 for the remainder of the year).

Does the Council wish to arrange the additional £5 million of Public Liability Insurance cover, on top of the £10 million with Aviva?

**AGENDA ITEM 9a: CORRESPONDENCE****Councillors Correspondence for Information – January 2023**

<b>Item</b>	<b>From</b>	<b>Referring To</b>	<b>Notes</b>
a	Cornwall AONB	Cornwall AONB Monumental Improvement Newsletter - December 2022	
b	Bodmin & Wadebridge Neighbourhood Police	December 2022 Newsletter	
c	Ocean Housing	Results and decision on consultation	Information sent to CC Cllr Rushworth and emailed to all PTC Councillors 19.12.22
d	Environment Service Cornwall Council	Information about Pop Up Sites Tenders open until 20.01.23	Information shared on Councils website/social media
e	Development Manager Cornwall Council	Invite to Cllrs for Treceus Farm briefing 01.02.23, to view homes developed by Poltair Homes and purchased by Cornwall Council for local needs affordable homes	Email sent to Cllrs 05.01.23 asking they RSVP to PTC office by 16.01.23 <i>NB: This event has subsequently been postponed.</i>
f	National Coastwatch Institution Stepper Point News	News leaflet – Winter 2022 Includes: <ul style="list-style-type: none"> <li>• NCI Chairman Visits Cornish Stations</li> <li>• Local incidents in 2022</li> <li>• Watchkeeper News, AGM &amp; Annual Lunch</li> </ul>	
g	Bodmin & Wadebridge Neighbourhood Police	January 2023 Newsletter	Shared on Councils website.

## **PADSTOW TOWN COUNCIL: 31 JANUARY 2023**

### **Agenda item 9b. CORRESPONDENCE**

#### **i) International Women's Day: 8 March 2023**

International Women's Day is a global day celebrating women's social, economic, cultural and political achievements. NALC (National Association of Local Councils) are celebrating by making a video to showcase women's achievements in the local council sector in the hope that it will encourage and inspire more women to stand as councillors. NALC would like as many women as possible from the sector to participate by sending a video using the following criteria:

- The video should be around 10 to 15 seconds long
- Look at the camera and say:
  - Your name and your organisation (e.g. I'm Cllr Jane Doe of Example Town Council);
  - Share an achievement you have made by being a councillor; this can be an achievement for women's rights or something more general (e.g. as a councillor, I have helped set up food banks in my local council)
- The video should be filmed in landscape (holding your phone sideways)

Would Council like to support NALC's campaign and if so, would any women Councillors like to participate? The closing date for submission is 28 February 2023.

#### **ii) Land Use Request Bandstand: RSPCA**

A Land Use Request has been completed by the RSPCA for use of the Bandstand on Friday 18 August 2023 between 10.00am and 4.00pm. The purpose of the request is to promote the RSPCA's #DogKind Campaign and will include the placement of a 3mx3m gazebo and a promotional stand. The full request including details of the event are appended.

Permission was previously sought for this event in February 2022 and approved by Council to take place in August 2022, however the event organiser needed to cancel and now hopes Council will approve the event for August 2023.

If Council are minded to approve this application, it is recommended this be subject to receiving appropriate PLI and risk assessment details to the satisfaction of Council's insurers and health and safety advisor.

Sent: 18 January 2023 13:21

Subject: New submission from Request For Use - Council Land

**Section 1 : Applicant Details**

**1.1. Name Of Applicant**

Carrienne Stones

**1.2 Name of organisation**

RSPCA

**Section 2: Request Details**

**2.1 Area Of Council Land Requested**

Padstow Band Stand

**2.2 Date of Request**

18/08/2023

**2.3 Arrival Time**

10:00 am

**2.3 Departure Time**

04:00 pm

**Does Your Request Relate to an Event With Start & Finish Times That Differ To Those Above?**

No

**Details & Description Of Event**

I am looking to book some promotional space in the Padstow area (somewhere with a high footfall of walkers) to communicate to dog owners about our #DogKind campaign.

I am looking for dates between April and September and am hoping you can help?

If you will have us, we would like to invite the public to take information about our #DogKind Campaign.

We will NOT:

Be asking for donations

We will:

Offer the public with dogs interested in our campaign to scan our QR code which takes them to the #DogKind page

Offer the public a chance to win a Furbo Dog Camera - competition terms and conditions will be adhered to and checked against competition rules and gaming act.

Share information on the DogKind Campaign and provide access to information & advice and access to our closed Facebook DogKind Community Support Group - where they can have conversations with like-minded owners and group members about dog behaviours including but not limited to separation anxiety, the difficulties, signs and how to overcome it and read useful hints, tips, and articles from the RSPCA on being #DogKind.

We are also looking for an accredited behaviorist to join us on the day from the local area to offer the public tips and tricks for dogs they may have with them or at home needing a little bit of help.

Finally, we are also hoping to encourage someone from your local tourist information office to come and talk about the local area our provided location and how it is a Dog-Friendly Holiday destination - IE things to do with dogs locally.

If you allow us a place during the summer months we can also provide visitors with information about

Dogs in Hot Cars and Dogs on Hot Walks (We understand from some Police Services that there was an increase in Dogs Left In Hot Cars during the summer season last year, likely due to an increase in staycations, which will have impacted negatively on police time and resource).

#### Merchandise

Individuals giving us their time will be provided with the choice of a pen, #DogKind badge, or tote bag and of course will be entered into our prize draw.

### **Section 3: Provisions For Activity**

#### **3.1 Name Of Nominated Contact**

Carrienne Stones

#### **3.2 Adverse Weather Plan**

If the weather is not conducive to the event going forwards ie snow, highwinds, storms - we would not want to encourage people to stand and talk wit us and would therefore cancel for safety reasons. Warm weather especially given recent events is also a consideration - during heatwaves and unusual summer temps the event will also be cancelled.

For variable weather as is usually expected and a coastal location, the gazebo and promotional stand will be weighed down for safety - in case of gusts of wind. We will also have water for dogs available at the stand, especially on warm days.

## PADSTOW TOWN COUNCIL: 31 JANUARY 2023

### AGENDA ITEM 11: KING'S CORONATION UPDATE:

1. Mobile Outdoor Cinema Screen
  - 1.1 Members were informed at the November Full Council meeting that subsequent to the ESD made in respect of the King's Coronation, the mobile outdoor cinema screen was no longer available.
  - 1.2 Following the meeting, the office was contacted by the supplier, Skylight Mobile who advised they had managed to source a similar additional screen which they could hire at a cost of £1,990 with all other aspects of the hire being the same.
  - 1.3 The additional £300 is a direct recharge of the hire fee from the manufacturer to Skylight Mobile. To avoid delay this additional fee was approved by the Town Clerk and RFO under their discretionary spending powers and a 50% deposit fee has been paid to secure the booking as per the decision made in the November ESD.
  - 1.4 Also as per the ESD, a 4 standard event portable toilet unit from Andyloos and 1 medic from Omega Medical [4 hours] have been booked to support the screening.
2. Budget
  - 2.1 The total committed spend to date is £2,510 plus VAT. There is £3,108 remaining in the 2022/23 Community Events budget with £15,000 in the 2023/24 budget from April.
3. Way Forward
  - 3.1 As members are aware, the booking of the screen, toilets and medic have been made early to avoid disappointment and Council may now wish to give more detailed consideration to how this event will run and any other additional ways it might like to celebrate this historic day. Therefore, would Council like to nominate 2 or 3 Councillors to work with the office to work up detailed proposals to bring back to a future meeting?



## **PADSTOW TOWN COUNCIL: 31 JANUARY 2023**

### **AGENDA ITEM 12: TOWN COUNCIL VACANCY (PADSTOW WARD):**

1. Town Council Vacancy
- 1.1 This has been placed on the January agenda following the advertisement via co-option. This was advertised at the beginning of January with a closing date of Monday 23 January 2023.
- 1.2 At the time of the closing date, one application has been received. The applicant will be invited to attend, if they so wish to introduce themselves and give a short presentation [lasting no more than 5 minutes]. Councillors may also ask any questions. The Monitoring Officer for Cornwall Council has advised that the Council should properly consider candidate/s but there is no requirement to appoint if Council do not wish to.
- 1.3 In respect of the Committee vacancies to both the Highways, Roads and Transport Committee and Leisure, Tourism and Open Spaces Committee (one each) Council agreed at its last meeting to defer until a member is either elected or co-opted.

**PADSTOW TOWN COUNCIL: 31 JANUARY 2023**

**Agenda item 13: To discuss and decide on the following planning application:**

The Town Council is consulted on planning applications in the parish. The Council is asked to consider the applications and agree a response to the Planning Authority (Cornwall Council). The applications and their plans can be viewed on the Online Planning Register at [www.cornwall.gov.uk](http://www.cornwall.gov.uk)

Cornwall Council was unable to extend the deadline for consultee comments until the next Planning Committee meeting on this occasion and therefore the below application is for consideration at Full 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.**

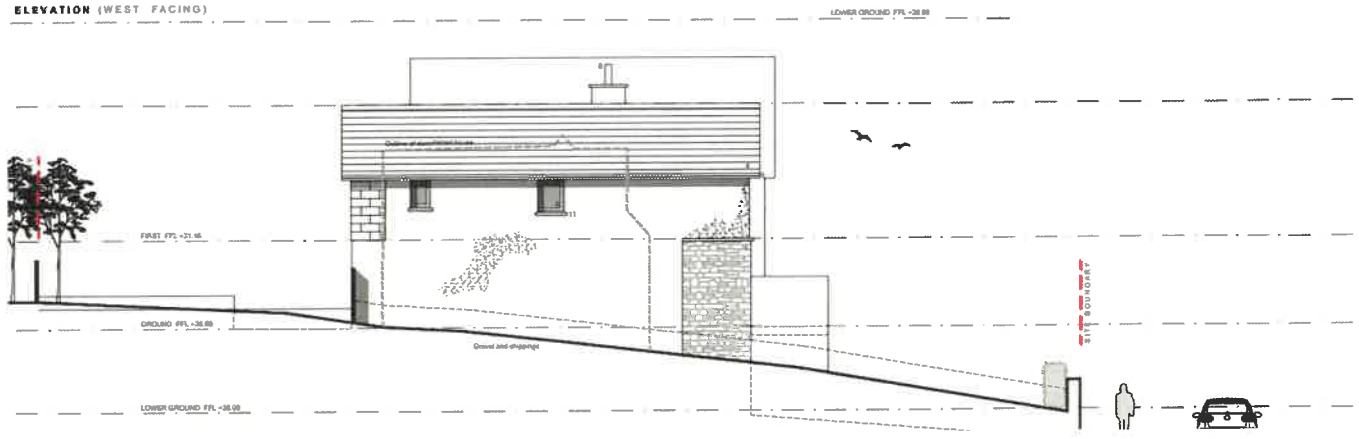
For Councils information PA22/04147 -Padstow Town Council – **SUPPORTED** and below are plans from the previous application of PA22/04147





- MATERIAL KEY**
1. Reconstituted Stone or similar
  2. Facing brickwork pattern
  3. Solid cement render
  4. Cement stone tiles
  5. Tin cladding
  6. Dark coloured windows and doors frames with stone cladding glazing
  7. Solid timber entrance door
  8. Terrazzo chimney pots
  9. Dark coloured fascia, soffits and eaves trim
  10. Flatlights
  11. Reconstituted stone tiles
  12. Reconstituted stone coping
  13. Glass balustrade
  14. Metal balustrade
  15. Dark coloured garage doors
  16. Floor covered cladding

**ELEVATION (WEST FACING)**



Meetings and Events attended December 2022 - January 2023.

1st December 2022 - National Tree Planting Week.

I attended an event at Heartlands centre in Pool to celebrate the opening of a new display that they had been putting together to celebrate a forest for Cornwall. A workshop was running there explaining the importance and need to plant trees in Cornwall which ended up with organisations and voluntary groups planting trees on the Heartlands site to get the ambition of a forest for Cornwall started.

2nd December 2022 - St Petroc's Homeless Organisation Carol Service

Lisa and I attended the annual carol service which this year was held at the Methodist Church in Truro. It was an evening of hearing about the work that the St Petroc's charity are doing throughout Cornwall, with individuals telling their own stories of how they have been helped by the charity. It was very brave for the individuals to tell their stories and made you think how lucky we are to have the warm houses and food that we take for granted. Carols were sung, Nanstallon youth club along with Truro High School Girls choir were also present to provide additional entertainment.

4th January 2023 - Wadebridge Town Team Meeting.

I was invited to Wadebridge Town Hall by Cllr Robin Moorcroft, to sit in and listen to how Wadebridge are going forward setting up a Town team with the idea of setting up in Padstow. It is made up of business owners, voluntary organisations and representatives from Wadebridge Town Council. The aim of having a Town Team is to come up with ideas of how to improve Wadebridge along with the needs of the town. They talked about how landlords of empty shops should be made to maintain them so as not to bring the look of the High St down, they were also asked to think about projects that levelling up money could be applied for and there was plenty of help and advice available through the CN Panel. One big thing I did learn was that a Town Team does need the help of the Council when it comes to finances as they would need the Council to be in charge of any grants applied for and awarded. It will be one to watch to see how they progress I think.

9th January 2023 - Community Network Panel Chairs/Vice Chairs Meeting.

A meeting was organised at the Shire House Suite Bodmin to hopefully finalise the geography of the proposed new CAP's which are scheduled to come into force in May 2023. It is looking most likely that the Wadebridge & Padstow Network Panel will become the Bodmin, Wadebridge & Padstow Community Area Panel which will be one of the smaller areas than a lot of them, but does seem the best option as the 3 main towns do have a lot in common e.g. the Camel Trail, The River Camel, Bodmin also has an expanding hospital and there are good transport links with buses. It's a work in progress but I think most areas are near enough in agreement although no change would have been the best option, this was not an option that was on the table.

12th January 2023 - Wadebridge & Padstow Community Network Meeting.

This meeting was very well attended by the Town and Parish Councils, and Cllr Dawe attended as well as myself to represent Padstow. Oliver Jones gave an update on the Community Network Highways Scheme and I was able to ask him for an update on the relining of the Link Rd Car Park, along with other matters that had been discussed in a previous meeting that I had had with him and the Clerk. He has since come back with

answers via email to how things are going to be progressed. The next item which was the main topic of the evening was on the potential devolution deal for Cornwall. After watching a 20 minute presentation about the deal Peter Marsh(Senior Leadership Team Representative CC) was on hand to take questions and answer to the best of his knowledge. There is a lot of concern around how we will have to have a mayor for Cornwall to have the best deal, the amount of people and wages it will cost to have a mayor, how much authority a mayor will have, who will choose the mayor, what extra money will be available with the deal and numerous other questions which will all be addressed over the next few months. Cornwall Councillors along with Town and Parish Councillors were asked to provide any updates about their areas in which I informed the Network how Padstow was holding the Gorsehd this year. The next meeting in early March will be mainly to do with Highways schemes that need to be done and budgeted for in the year 2023/2024.

#### 16th January 2023 - Community Levelling Up Local Good Growth Delivery Framework Briefing Session

This was the first of a number of sessions that are going to be held to determine the wants and needs of the different communities throughout the network and are being discussed by the Chairs, Vice Chairs and CC's within each network. The main themes listed are Economy, Education & Skills, Housing, Energy & Environment, Connectivity, Heritage & Culture, Health & Wellbeing and Community & Pride of Place. Within the Good Growth Programme the funding that is available is estimated at being 9.2 million pounds to be awarded over the next 2 years for projects within the communities, with a delivered timeframe being March 2025. Eligibility for projects and schemes can be viewed on CC Good Growth Programme and the bidding is now open for grants for years 2 & 3 of the scheme. 60% of the money will be available from April this year, with the remaining 40% being held in reserve for top ups to projects that costs increase on, and for projects that do not get their bids in on time for this year.

Besides these meetings and workshops I have also attended the last of a programme of 3 Planning Training Sessions.

Onwards we go into February with a diary that is filling up already, and what I'm sure is going to be a very busy and hopefully very productive year for the council.

James O'Keefe  
Chairman Padstow Town Council



**PADSTOW TOWN COUNCIL  
NOTIFICATION OF COUNCIL and COMMITTEE MEETINGS FOR 2023**

Date	Time	Meeting
<b>2023 DATES</b>		
<b>Tue 31 January</b>	<b>7.30 pm</b>	<b>Full Council</b>
Tue 14 February	7.00 pm	Planning Committee
Tue 21 February	7.00 pm	Finance, General Purposes Committee (grants)
<b>Tue 28 February</b>	<b>7.30 pm</b>	<b>Full Council</b>
Tues 7 March	6.30 pm	Highways, Roads and Transport Committee
Tue 7 March	7.00 pm or on the rising of HRT	Leisure, Tourism and Open Spaces Committee
Tue 14 March	7.00 pm	Planning Committee
Tue 21 March	6.00 pm	Staffing Committee
<b>Tue 28 March</b>	<b>7.30 pm</b>	<b>Full Council</b>
Tues 4 April	7.00 pm	Highways, Roads and Transport Committee
Tues 11 April	7.00 pm	Planning Committee
<b>Tues 25 April</b>	<b>7.30 pm</b>	<b>Full Council</b>

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.**