

PADSTOW TOWN COUNCIL
Minutes of the Leisure, Tourism and Open Spaces Committee meeting held on
Tuesday 1 November 2022 at the Council Chamber, Council Offices, Station
House, Padstow at 7.09pm

Present: Councillors, A P Flide (Chairman), Mrs J Colwill, Mrs J Dawe, M Rickard and Mrs T Walter.

In Attendance: Mrs N Barnes (Responsible Financial Officer and Minute taker)

LTOS2022/21 **Apologies and Announcements:** There were no apologies for absence.

LTOS2022/22 **Declarations of Interest:** There were no declarations of interest.

LTOS2022/23 **Public Participation:** There was no public participation.

LTOS2022/24 **RESOLVED** that the **minutes** of the meeting held on **Tuesday 10 May 2022** be signed as a true record of the meeting.

LTOS2022/25 **RESOLVED** that the **minutes** of the meeting held on **Tuesday 27 September 2022** be signed as a true record of the meeting.

LTOS2022/26 **Clerk's Report/Works Programme:** The report was noted for information.
A Councillor queried how the MUGA is progressing and the RFO replied that a site meeting between the Town Clerk, Council's Surveyor and contractor has been arranged for 3.11.22.

LTOS2022/27 **Defibrillator Installation Request:** there was a general discussion regarding the location of a defibrillator on North Quay.

RESOLVED that the best location would be on the wall by the office door of the Water's Edge flats.

LTOS2022/28 **Multi-Use Games Area:**
The update was noted as per the agenda report.

RESOLVED to delegate the details of the opening of the MUGA to the Town Clerk in consultation with the Chairman.

LTOS2022/29 **2022/23 Update and Budget 2023/24:**
Expenditure 2022/23 Update: The update was noted as per the agenda report.

Major Capital Projects 2022/23: Members noted the further update on the Multi-Use Games Area, as considered under the previous agenda item.

In respect of the Lawn play equipment, it was noted that at the October Full Council meeting the additional spend for both the

enhanced wetpour surfacing option and the alternative inclusive swing design was approved. Chosen swing design being a Double Bay Double Swing including 1 x Flat Swing seat & 1 x Inclusive Sutcliffe Boat Seat.

The Chairman commented that it was good to see all the projects in progress that the Council has underway.

Fees and Charges 2023/24: Members noted that the Burial and Memorial fees had been increased on 1 April 2021 and noted the current filming charges of £1,500 per day for commercial organisations, negotiable at the Town Clerk's discretion.

RESOLVED to recommend to the Finance and General Purposes Committee that:

- i) No change be made to the Burial Fees and Charges for the year 2023/24; and
- ii) No change be made to Filming Fees for the year 2023/24.

Maintenance Programme: Consideration was given to increasing Committee's maintenance budget to allow for more significant maintenance projects, to protect Council's assets following the undertaking of several key projects and schemes over the last few years.

RESOLVED to recommend to the Finance and General Purposes Committee that: the Grounds Maintenance budget 2023/24 be increased to £25,000.

Budget 2023/24 and Business Plan (Capital Projects): Consideration was given to projects for the coming year.

a) CCTV Provision: Members felt it prudent to include a provision the budget to expand the CCTV (currently being taken forward) should there be any issues of concern once the MUGA is up and running and more things are happening at the Core Building.

b) Railway Car Park Railings (Station House): It was noted that despite regular repainting of the railings they were near the end of their life having broken in places and rusted. The initial quote obtained to help with budgeting was £35,000.

c) Cemetery – Acquiring New Land and Earmarked Reserve: The Committee was supportive of the Town Clerk progressing initial investigations into acquiring new land for the cemetery, including any planning required and seeking professional advice.

d) Refurbishment/Replacement of the Lawns Garages/Scout Hut Area: The Committee agreed that the garages, Scout Hut, Blockhouse area needs improving as a longer-term project. The RFO commented that it could be improved to use as a compound for the Maintenance Team to store vehicles, equipment etc.

e) Community Events: Committee was keen to continue to build on Council's community events in 2023/24 and that a provision of £15,000 be included in the budget for this.

f) Memorial Safety Programme: It was noted that this was a significant piece of work, and it was still hoped that this would commence in the current year but that it may be the cost would be paid in the next financial year. For this reason, it was suggested that the provision be included in the 2023/24 budget but that this be increased to £8,000 to include fees associated with rectifying any safety concerns arising from the programme. It was noted that the £8,000 was a conservative estimate of the total cost of this project and it was not expected to be in addition to the £6,000 2022-23 budget.

RESOLVED to recommend to the Finance and General Purposes Committee that the following provisions be included in the Budget for 2023/24:

- a) £7,000 to expand the CCTV system.
- b) £35,000 to replace the railway car park railings to the rear of the Business Units.
- c) an Earmarked Reserve of £50,000 is made to investigate options for acquiring new land for the Cemetery.
- d) £150,000 is included in the Business Plan 2024-25 for improving the Lawn garages and Scout Hut area.
- e) £15,000 for community events.
- f) £8,000 for a memorial safety programme.

The Committee discussed other potential capital projects. A Councillor said that the White Shelter area on North Quay is looking in need of updating. This could be included in the Business Plan for 2024-25.

RESOLVED to recommend to the Finance and General Purposes Committee that the following provisions be included in the Budget for 2023/24:

£10,000 to investigate options to improve the White Shelter area

There was a general discussion regarding the Cornwall Council-owned play parks at Pellew Close and Lodenek Avenue and the need for these to be improved. The Chairman advised that it depends on who owns the land, and it is not straightforward. There were also concerns raised regarding cars parking for the school.

RESOLVED to request the Town Clerk arrange a Cornwall Council Parks and Open Spaces representative to attend a LTOS meeting to talk about the play areas at Pellew Close and Lodenek Avenue.

LTOS2022/30 **Date of next meeting:** Tuesday 17 January 2023 at 7.00pm

LTOS2022/31 **It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**

LTOS2022/32 **RESOLVED** that the **confidential minutes** of the meeting held on **Tuesday 27 September 2022** be signed as a true record of the meeting.

Meeting closed 7.53pm