

PADSTOW TOWN COUNCIL

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22 March 2023

TO ALL MEMBERS OF THE COUNCIL

Councillors: J O'Keefe (Chairman), R Higman (Vice-Chairman), Mrs J Colwill, P Curgenvin, 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 March 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 28 February 2023** having been previously circulated and taken as read. (pg 1-4)
6. **Clerk's Report/Work Programme:** To receive an update for information only. (pg 5)
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 (7 March 2023); ii) Leisure, Tourism and Open Spaces Committee (14 March 2023); iii) Staffing Committee (21 March 2023) and iv) Finance and General Purposes Committee (21 March 2023) (pgs 6-9 LTOS to follow)
 - b) To receive minutes of the Planning Committee meeting (14 March 2023) (pg 10-12)

8. **Committee Vacancies:** To give consideration to and discuss and decide on appointments to current Committee vacancies:- Pg 13
- i) Highways, Roads and Transport Committee (1)
 - ii) Leisure, Tourism and Open Spaces Committee (1)
9. **Finance:** (pgs 14 - 19)
Monthly Accounts and Payments: March 2023
- 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) To note update on Ladywell Parking Tender
 - e) To note the Non-Domestic Rates for 2023-24
 - f) Bank Reconciliations: To note their availability for inspection each month
10. **Correspondence:** (pg's 20-23)
- a) To note correspondence for information
 - b) To give consideration to the following:-
 - i) Land Use Request: Bandstand (Churches Together Walk of Witness)
 - ii) Tree Work Permission: Lawns Car Park from Birch Utility Services
 - iii) Padstow Sailing Club Request
11. **Planning Application:** To discuss and decide on the following planning application: (pg 24)
- a) **PA23/02206 Caravan Creekview Creddis Farm High Lane Wadebridge Cornwall PL27 7SA** – Non-material amendment in relation to decision notice PA20/07449 dated 10.11.20 for proposed materials update.
12. **Parish Event for King's Coronation – Wheal Jubilee Parc:** To give consideration to this matter and discuss and decide on way forward. (pg's 25-31)
13. **Core Building Update:** To give consideration to this matter and discuss and decide on way forward. (pg 32)
14. **Multi-Use Games Area and Lawns Play Area Update:** To give consideration to this matter and discuss and decide on way forward. (pg 32)
15. **Council's Annual Town Meeting:** To give consideration to date of the meeting and content for the meeting this year. (pg 33)
16. **Reports from Members/Outside Organisations:** To receive reports from meetings attended (if any). (pg 34-35)
17. **To Note Future Meeting Dates and to Note Date of Meeting:** Tuesday 25 April 2023 at 7.30 pm (pg 36)
18. **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.

- 19. To confirm the confidential minutes** of the Full Council Meeting held on **Tuesday 28 February 2023** having been previously circulated and taken as read.
- 20.** To adopt confidential minutes and approve recommendations (if any) for meetings of the i) Leisure, Tourism and Open Spaces Committee (14 March 2023); ii) Staffing Committee (21 March 2023) and iii) Finance and General Purposes Committee (21 March 2023)
- 21. Tenant/Lease Matters:** To give consideration to tenant and lease matters and discuss and decide on way forward.
- 22. Use of Council Land: Railway Car Park:** To receive an update in this regard and discuss and decide on way forward.

PADSTOW TOWN COUNCIL

Minutes of the Full Council meeting of Padstow Town Council held on Tuesday 28 February 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, P Curgenvin, Mrs J Dawe, K Freeman, A N Rees and M Rickard

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

2022/168 To receive apologies for absence and announcements:

- i) Apologies were received from Councillors A P Flide, A J Hoskin, Mrs T Walter and C Watson Smyth.
- ii) Chairman announced next week that he along with the Town Clerk were attending an online meeting with Sustrains in respect of Local Cycling and Walking Infrastructure Planning for Wadebridge and Padstow. This was an initial meeting and he would update accordingly.

2022/169 Declarations of interest from Members: Councillor K Freeman declared an interest in Confidential Agenda item 20 Tenant/Lease Matters Item iv)

2022/170 Dispensations: There were no dispensations.

2022/171 Public Participation:

One member of the public addressed Council in support of their request, agenda item 10b ii) Land Use Request: Lawns.

Comments included:

- Using Cornish firm for the renovations;
- Unable to site skip to the front of the property hence, request to use area in Lawns;
- Date outside of main season, being requested from 1 October;
- Had already met with Town Clerk and spoke about location inside of railings;
- Confirmed would make good any damages.

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

- Mayor for Cornwall: Public consultation ended 17 February, currently being analysed by independent and in-house teams with 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;
- Link Road Car Park: works due before summer and he is liaising with Portfolio-Holder in progressing the same.
- Housing Treceus: Following meeting this week, thinks timescales maybe be extended. As Cornwall Councillor his

biggest case load is housing, so it was great to see this development taking place and the local connection link being understood.

- Roadworks: Tarmac works scheduled in for Station Road and that Ladywell Parking Bay is still being taken forward.
- School Crossing: A Councillor queried if the automatic timed signs could be put in place at the school crossing reduce speed to 20MPH during school peak periods. It was noted that flashing lights, used to be in operation but these were manually turned on. Councillor Rushworth would speak to Highways to take this forward.

Police Report: The police report for the period 31/12/22 to 27/02/23 was noted for information having been tabled and read.

2022/172 RESOLVED that the minutes of the meeting held on **Tuesday 31 January 2023** be signed as a true record.

2022/173 Clerk's Report/Work Programme: The report was noted for information. The Town Clerk provided further update on community support, that hopefully there was a good contact coming forward regarding help in debt/benefit advisor, that the Foodbank mentioned about Citizen Advice Officer and NHS prescribers had been offered the space, viewed and the same but had yet to confirm a date when they would use it.

2022/174 Committees/Working Group Meetings:

- a) i) **RESOLVED** to received the minutes of the Planning Committee held on 14 February 2023
- b) ii) **RESOLVED** to receive the minutes of the Finance and General Purposes Committee held on the 21 February 2023.

2022/175 Committee Vacancies:

RESOLVED 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 the next meeting.

2022/176 Finance: Monthly Accounts and Payments February 2023

- a) The monthly finance report was noted.
- b) It was **RESOLVED** to i) ratify payments made February (b) of £3,680.92 and direct debits of £910.92 ii) February (a) of £29,586.28, standing orders or direct debits (regular payments of the same amount) of £888.50 and direct debits of £811.47 iii) ratify payments made January (c) of £19,760.29
- c) Car park takings were noted.
- d) The availability of bank reconciliations for inspection was noted.

2022/177 Correspondence:

- a) Correspondence for information was noted.

b) i) Land Use Request: Slipway and Bandstand: Consideration was given to the request. It was understood that the bandstand request was on the same day as RNLI's event but it was after that event, so wouldn't clash. Attention was also drawn to the parking permits which were provided. It was noted it was that the Marie Curie request was their annual event for raising funds.

RESOLVED to approve i) the request from Marie Curie to use the slipway and bandstand on Sunday 30 July 2023 subject to receiving relevant PLI and Risk Assessments to the satisfaction of Council's health and safety advisors and insurers; ii) that 18 parking permits be issued as per the agenda report.

ii) Land Use Request: Lawns: The Chairman mentioned that the request was from the 2 October and therefore works would still be ongoing over the October half term. It was also discussed about the skip location, along with noting that the requester had stated they would make good any damages. Consideration was given to charging a fee but this was felt unnecessary.

RESOLVED to approve the request for the land use as per the agenda report from the 2 October 2023 subject to i) receiving relevant PLI and Risk Assessments to the satisfaction of Council's health and safety advisors and insurers; ii) that they do not obstruct the car park entrance or sign; and iii) that they make good after the works to the satisfaction of the Council.

iii) Land Use Request: Railway Car Park: Town Clerk gave a brief overview outlining the works were via the Environment Agency for urgent repairs to the lock gate as detailed in the agenda report. Town Clerk updated that currently they had provided a date of 7 March 2023, however this may change. Consideration was given to charging for parking however members felt work is taking place during the quieter time of year and therefore wouldn't impact too much on the car park revenue.

RESOLVED to approve i) use of the staff parking area as per the agenda report subject to receiving relevant PLI and Risk Assessments to the satisfaction of Council's health and safety advisors and insurers; ii) that the decision be delegated to the Town Clerk in respect of when this can take place.

iv) Permitted Development: Consultation Base Station adjacent Green Lane, Four Turning, Padstow: Information was noted with no comment being made.

2022/178 Core Building Refurbishment: Town Clerk outlined furniture quotation that had been provided, which would provide a small relaxed welcome area, as well as meeting tables and chairs. The cost was within the budget allocated for the Core Building.

RESOLVED to approve placing order as per the agenda report for furniture at the Core Building.

2022/179 Multi-Use Games Area: Town Clerk referred to the update in the "to follow" papers, to see what Council felt about funding the shortfall for the equipment storage area.

RESOLVED to fund the shortfall of £1,556.10 as per the agenda report.

2022/180 Treceus Farm Development Site Visit: The Chairman asked fellow Councillor J Dawe to provide a verbal report on the site visit. The update included the following:

- Allocation would be via Home Choice.
- Section 106 would mean having local connection, giving 30 days initially to Padstow area, then widening for 90 days to outskirts areas until lastly offering on the open market.
- Timescale they are reaching for shared ownership to be ready by the end of June and site completion by December.
- Shared Ownership properties would be first available before social housing. The development was mixed together – private, social housing, shared ownership etc
- Properties were required to pay a month £50 fee towards maintenance.
- Usual deposit would be 20-25% but this would be reduced to 10% due to area and the knock-on for increase rental market and high mortgage rates.
- Shared ownership properties would never be 100% ownership, maximum 80%.
- Felt Poltair and Cornwall Council really want the properties to benefit people of Padstow and hoped this would be the case. It was understood the Local Cornwall Councillor's biggest issue in Padstow was housing.

2022/181 Reports from members/Outside Organisations: The report was noted for information.

2022/182 Dates of Council Meetings: Date of next meeting, Tuesday 28 March 2023 at 7.30pm and future meeting dates were noted.

2022/183 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.

2022/184 RESOLVED that the confidential minutes of the Full Council meeting held on Tuesday 31 January 2023 be signed as a true record.

2022/185 Insurance Update: See confidential minutes.

2022/186 Council Asset Matter: See confidential minutes.

2022/187 Tenant/Lease Matters: See confidential minutes.

2022/188 Use of Council Land: Railway Car Park: See confidential minutes.

Meeting closed at 8.41pm

PADSTOW TOWN COUNCIL: 28 MARCH 2023: CLERK'S REPORT/ WORK PROGRAMME

PROJECT	NOTES/UPDATE
FULL COUNCIL	
Community Support	This is progressing well. Satellite Food Bank has been in place for a couple weeks. Warm Spaces still running. Update item on agenda for Core Building.
Town Matters	There have been issues with defecation in respect of one of our shelters and also outside of the North Quay toilets. The modesty screen was removed outside North Quay and the office is now looking at PIR lighting to help with the issue. Furthermore, this has been reported to the police, who undertook a recent visit, and to relevant organisations.
Gorsedh Kernow	No further update since last meeting. Gorsedh Kernow currently focused on progressing with arrangements for the Proclamation on the 22 April.
HRT	
Padstow Signage Station Road Resurfacing	Resurfacing work is done, now waiting on white lining. Have also seen new signage being put in place.
Lining Works Railway Car Park	HRT Chairman and Town Clerk agreed on contractor, unfortunately due to bad weather and knock on with other jobs this has been delayed. Council Support Officer and Town Clerk meeting up later in the week on scheduling.
LTOS	
Play Area/skate park fencing	Delay with fencing could see that this won't be completed until end March/early April but so far the new equipment is going in and looking good. Office team have been looking at benches for the area.
CCTV	Consultation ended with positive results. Committee updated on latest with a view to hopefully placing order soon. Policy to then be drawn up.
Signage WJP and Trevone	This has been taken forward and in process of being ordered.
White Shelter and Surrounding Area	Committee formed a small working group to look at ways to improve/enhance the area and report back through Committee to take forward. New railings to be installed at White Shelter soon (date to be confirmed).

PADSTOW TOWN COUNCIL

Minutes of the Highways, Roads and Transport Committee meeting held on Tuesday 7 March 2023 at the at the Council Offices, Station House, Station Road, Padstow at 7.00 pm

Present: Councillors K Freeman (Chairman), P Curgenvan, R Higman, J O'Keefe, A N Rees and M Rickard

In Attendance: Mrs K Pemberton (Town Clerk) and Mrs S Daly (Council Support Officer and Minute Taker)

HRT2022/27 **Apologies for absence:** There were no apologies for absence.

HRT2022/28 **Announcements:** There were no announcements.

HRT2022/29 **Declarations of Interest:** There were no declarations of interest.

HRT2022/30 **Public Participation:** There was no public participation.

HRT2022/31 **Minutes: RESOLVED** that the minutes of the meeting held on **Tuesday 17 January 2023** be signed as a true record of the meeting.

HRT2022/32 **Committee Works i) Update: Car Park Relining:** The Town Clerk provided further update on this item. It was noted that the choice of contractor had been delegated to the Town Clerk in consultation with the Chairman. The date given by the chosen contractor was April, therefore the other contractor would be contacted to see if they could undertake the work any sooner.

ii) Programme: The programme was noted. With regard to the Camel Trail, no further update was available. Council's health and safety advisor would be available for a site visit in April.

HRT2022/33 **Off-Street Parking Service Level Agreement (2023/24 and 2022/23 Update:** There was discussion on this item. Members agreed that enforcement was required but found the level of visits Cornwall Council (CC) could offer "pitiful", particularly given that enforcement was a revenue generator for CC both from the SLA itself and any penalty charge notices (PCNs) issued. It was noted that for 2022/23 of the PCNs issued, 174 had paid and 64 had appealed, it was not clear how many other PCNs had been issued that remained outstanding.

The Town Clerk advised she had met with the new lead contact for enforcement, Kevin Brader. She raised the following concerns with him:

- Frequency of visits offered;

- Timing of visits being unknown and a desire to feed into when these take place e.g at peak times of use and congestion; and
- Whether the Localism agenda and devolution could be explored so that the Town Council could interject at key times of the day/year.

It was noted the Officer did not think the above would be possible and the offer from CC for 2023/24 was as either i) 4 visits per week Monday to Saturday or ii) 4 visits per week Monday to Sunday.

Under the current SLA visits are 4 visits per week Monday to Saturday, plus visits on Sundays upon request. The Town Clerk was clarifying that option i) would continue to be on the basis of the current agreement, Sundays upon request.

It was noted that due to inflation, CC had advised that prices had increased across the board and the revised fees for visits were noted.

Generally, it was felt that the SLA terms would need to be accepted but it was requested that the Town Clerk raise with Cornwall Councillor Rushworth the issue of not being able to provide more visits, particularly in light of this being an income generator. Also, to raise with enforcement a need for a greater degree of presence, especially during peak times. Members also expressed concern that as more Council's update their orders, more Council's will require this service which is already unable to provide sufficient levels of service.

RESOLVED to i) continue with the SLA for 2023/24 on the same basis as previously, being 4 visits per week – Monday to Saturday, with the option to request Sundays as and when required; ii) to note the increased fees of £32 per hour for visits Monday to Friday, £40 per hour for visits on Sundays (plus travel), and £47 per hour for visits on Bank Holidays; and iii) that the Town Clerk raise with Cornwall Council a) this Committee's concern that CC are unable to provide more visits given it is a revenue stream for them; b) the need for a greater degree of presence, especially during peak times; and c) to ask about future plans to build capacity.

HRT2022/34

Date of Next Meeting: RESOLVED that the date of the next meeting, Tuesday 4 April, be rescheduled following Council's Health and Safety Advisor's site visit.

Meeting closed at 7.26 pm

PADSTOW TOWN COUNCIL
Minutes of the Staffing Committee meeting held on Tuesday 21 March
2023 at the Council Offices, Station House, Station Road, Padstow
at 6.15pm

Present: Councillors M Rickard (Chairman), P Curgenvan and K Freeman

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

- S2022/52** **Apologies and Announcements:** Apologies were received from Councillors A Flide and Mrs T Walter. There were no announcements.
- S2022/53** **Declarations of Interest:** There were no declarations of interest.
- S2022/54** **Public Participation:** There was no public participation.
- S2022/55** **Minutes: RESOLVED** that the minutes of the meeting held on Tuesday 24 January 2023 be signed as a true record.
- S2022/56** **Date of Next Meeting:** To be confirmed.
- S2022/57** **It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**
- S2022/58** **Confidential Minutes: RESOLVED** that the **confidential** minutes of the meeting held on Tuesday 24 January 2023 be signed as a true record.
- S2022/59** **Committee Works:** See confidential minutes.
- S2022/60** **Flexible Retirement Request:** See Confidential Minutes.
- S2022/61** **Office Structure:** See Confidential Minutes.
- S2022/62** **General Staffing Matters:** See Confidential Minutes.
- S2022/63** **Overtime, Sick Leave and Training:** The update was noted for information.

Meeting closed at 6.40pm

PADSTOW TOWN COUNCIL

Minutes of the Finance and General Purposes Committee meeting held on Tuesday 21 March 2023 at 7pm in the Council Chamber, Station House, Padstow

Present: Councillors R Higman (Chairman), Mrs J Dawe (late), K Freeman, M Rickard and C Watson-Smyth

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

- FGP2022/32 **Apologies and Announcements:**** i) Apologies were received from Councillors A Flide, J O'Keefe and Mrs T Walter; ii) there were no announcements.
- FGP2022/33 **Declarations of Interest:**** There were no declarations of interest.
- FGP2022/34 **Public Participation:**** There was no public participation.
- FGP2022/35 **Minutes Tuesday 21 February 2023: RESOLVED**** that the minutes of the meeting held on Tuesday 21 February 2023 were a true record of the meeting and they were signed by the chair.
- FGP2022/36 **It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.****
- FGP2022/37 **Flexible Retirement Request:**** See confidential minutes.
- FGP2022/38 **Date of Next Meeting:**** To be confirmed.

Meeting closed at 7.05 pm.

PADSTOW TOWN COUNCIL

**Minutes of the Planning Committee meeting held on Tuesday 14 March 2023
in the Council Chamber, Station House, Station Road, Padstow
at 6.45 pm**

Present: Councillors R Higman (Vice Chairman and Chairman for the meeting),
Mrs J Colwill, P Curgenvan, Mrs J Dawe and Mrs T Walter

In Attendance: Mrs K Pemberton (Town Clerk), Mrs S Daly (Support Officer and
Minute Taker) and 3 members of the public

P2022/62 Apologies and Announcements: Apologies were received from
Councillor J O'Keefe. There were no announcements.

P2022/63 Declarations of Interest: Councillors P Curgenvan and Mrs T Walter
both declared an interest in agenda item 5 ii) h) PA23/01384 Dilkusha
Dobbin Lane Trevone Padstow Cornwall PL28 8QP.

P2022/64 Public Participation: 1 member of the public addressed committee in
opposition to agenda item 5 ii) b) PA23/01057 Land East of 1 Sarahs
Meadow Padstow Cornwall. Comments included:

- Noted that the Town Council did not support the application previously for the reasons of:
 - overdevelopment
 - concerns regarding sewage systems; and
 - concerns boundary hedge could be affected.Hope that the Town Council will again recommend refusal for the same reasons.
- Noted that Cornwall Council's (CC) Planning Officer had expressed last year [in relation to withdrawn application] that although the policy context could support development, it was not felt the benefits of providing an additional dwelling as proposed would outweigh concerns over the harm of the development to the visual amenity/ character of the area and the impact on the local community caused by the loss of open space.
- Expressed concern regarding the irregular shape of the site to be able to deliver useable amenity space;
- Feel proposal has not changed [from withdrawn application] and hope that CC still consider it unsuitable;
- Development would be cramped and out of character in the context of its surroundings;
- Consider that concerns remain regarding the sewage and infrastructure; and
- Size and topography of the site not suitable for construction related vehicles.

P2022/65 RESOLVED that the **Minutes** of the meeting held on **Tuesday 14 February 2023** be signed as a true record.

P2022/66 Planning
i. The following Cornwall Council planning decisions were noted:

- a) [PA22/08343](#) **Armsyde and Trenaton 10 Cross Street Padstow PL28 8AT** – Replacement of collapsed walling and associated works. **APPROVED**
- b) [PA22/10225](#) **Armsyde and Trenaton 10 Cross Street Padstow PL28 8AT** – Listed Building Consent: Replacement of damaged wall. **APPROVED**
- c) [PA22/10916](#) **4 Barrys Lane Padstow Cornwall PL28 8AU** – Proposed rear single-storey extension and associated alterations to existing dwelling house. **APPROVED**
- 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. **APPROVED**
- e) [PA22/11318](#) **26 Dennis Road Padstow Cornwall PL28 8DE** – Proposed extensions and alterations to existing semi-detached dwelling. **APPROVED**
- f) [PA22/11390](#) **Rocky Bottom 23 Dennis Road Padstow Cornwall PL28 8DE** – 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. **APPROVED**
- g) [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 7 July 2022. **APPROVED**

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

- a) [PA23/00626](#) **10 Egerton Road Padstow Cornwall PL28 8DJ** – Demolition of dwelling, replacement dwelling, associated car parking, bin storage, amenity space and associated works. **SUPPORTED subject to the roof height not adversely affecting neighbouring properties.**
- b) [PA23/01057](#) **Land East of 1 Sarahs Meadow Padstow Cornwall PL28 8LX** – Application for Permission in Principle for the construction of a dwelling. **NOT SUPPORTED; i) overdevelopment; ii) concerns regarding sewage systems; and iii) concerns boundary hedge could be affected.**
- c) [PA23/01071](#) **25 Grenville Road Padstow Cornwall PL28 8EX** – Proposed dwelling including associated works **SUPPORTED**
- d) [PA23/01094](#) **5 Strand Street Padstow Cornwall PL28 8BU** – Refurbishment and alterations to 5 Strand Street (including the conversion of the existing outbuilding to annexe and re-build of the West gable wall). **SUPPORTED in accordance with Historic Environment views.**

- e) **PA23/01095 5 Strand Street Padstow Cornwall PL28 8BU** – Listed Building Consent for refurbishment and alterations to 5 Strand Street (including the conversion of the existing outbuilding to annexe and re-build of the West gable wall).
SUPPORTED in accordance with Historic Environment views.
- f) **PA23/01709 40 Dennis Road Padstow Cornwall PL28 8DE** - Proposed demolition of 2 storey rear extension with hipped roof. Replacement of rear conservatory with single storey sun room
SUPPORTED
- g) **PA23/01689 Blue Waters 1 Egerton Road Padstow Cornwall**
– Store room extension to dwelling and associated works to include:- External door to bedroom 1, flat roof/balcony with glass balustrade extended, replacement of existing external steps from the rear garden to the parking area, enlargement of driveway 3 spaces from 2.
SUPPORTED

Councillor's P Curgenvin and Mrs T Walter left the meeting for the next item.

- h) **PA23/01384 Dilkusha Dobbin Lane Trevone Padstow Cornwall PL28 8QP** -Amended scheme for the conversion of the loft to provide additional bedrooms, bathroom and dayroom, including raising the roof to accommodate the proposal, previously approved under PA19/02582
SUPPORTED

Councillor's P Curgenvin and Mrs T Walter returned to the meeting.

P2022/67 Date of Next Meeting: Tuesday 11 April 2023 at 7.00 pm

Meeting closed at 7.03 pm

PADSTOW TOWN COUNCIL
28 MARCH 2023

AGENDA ITEM 8: 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) to note that one Ladywell parking space tender was received for £1127.15 plus VAT.
- e) to note the total of £94,851.73 for Non Domestic Rates for PTC properties for 2023-24.
- f) Bank reconciliations - to note their availability for inspection each month.

Finance Report - Agenda item: 9a

Budget Report for the period 1.4.22 - 28.2.23

	Actual	Budget	Budget 1.4.22-31.3.23
Revenue Income	961,302	797,946	820,705
Revenue Expenditure	640,167	710,425	771,075
Capital/project expenditure	80,241	330,917	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
March 'a' 2023

Date	Cost centre	Supplier	Details	Net	VAT	Total
6.3.23	Administration	Tanist Ltd	IT support 1 month, antivirus annual subscription, Smart meter visit	615.08	123.02	738.10
21.2.23	LTOS	Travis Perkins	Mount Pleasant fence materials - wood, concrete etc	552.65	110.53	663.18
7.3.23	LTOS	Padstow Petrol Station	fuel - 1 month	467.15	93.44	560.59
23.2.23	Env - Cemetery	Duchy Cemeterys Ltd	excavate grave			443.00
22.2.23	HRT	Cornwall Council	CEO - PTC car parks 1 month	300.00	60.00	405.03
7.3.23	Corporate Services	Kestrel Guards	check call service 1 month	165.00	33.00	360.00
28.2.23	LTOS	The Play Inspection Co Ltd	annual play inspection	140.52	28.10	198.00
28.2.23	HRT	G4S	car park machine coin collections - 1 month	140.00	28.00	168.62
1.3.23	Env - toilets	Churchill Group	legionella control support - PTC toilets & Station House 1 month	135.00	27.00	162.00
1.3.23	LTOS	Total Pest Control	pest control - Stile field quarterly visit	105.15	21.03	126.18
22.2.23	LTOS	Seton	danger - unstable rockface keep clear signs	50.5	10.1	60.6
7.3.23	LTOS	Golant Fire & Security	vehicle fire extinguishers - annual service			50.00
7.3.23	LTOS	Cornwall Council	road closure for bandstand performances			29.95
8.3.23	Administration	SeaDog IT	website hosting & maintenance - 1 month			24.00
27.2.23	Administration	Sea Spray	window cleaning			4157.25

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		
				<u>888.50</u>		

Date	Cost centre	Supplier	Details	Net	VAT	Total
28.2.23	LTOS	Biffa	Direct Debits	441.6	88.32	529.92
1.3.23	Corporate Services	RingGo	bulk waste bin emptying - 1 month	786.22	157.24	943.46
1.3.23	Administration	Sage UK Ltd	RingGo fees - 1 month	700	140.00	840.00
22.2.23	Env - toilets	EDF	Sage 50 Clouds standard 1 year prepaid & Sage Payroll & Pensions 1 month	115.37	5.77	121.14
1.3.23	Env - toilets	South West Hygiene	electricity - North Quay toilets 1 month	166.6	33.32	199.92
			nappy unit & sanitary unit servicing - PTC toilets 1 month			2634.44

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				Lawn car park				Budget 2022-23			
	2018-19	2019-20	2020-21	2021-22	2022-23	2018-19	2019-20	2020-21		2021-22	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	18722	10,000	1660	11	43	5503	4064	4000
Mar	16379	9993	2395	25304	10,000	10,000	3832	51	212	6216	5000	5000
	384701	375446	254206	539323	470347	395000	109336	105401	96968	199678	170244	150000
Railway	368322	365453	251811	514019	470347	385000	Lawn	105504	105350	96756	193462	145000
sub totals							sub totals					
Apr'22-Feb '23							Apr'22-Feb '23					
Apr'22-Feb '23	2018-19	2019-20	2020-21	2021-22	2022-23	Budget 2022-23						
Railway	368322	365453	251811	514019	470347	385000						
Lawn	105504	105350	96756	193462	170244	145000						
Total	473826	470803	348567	707481	640591	530000						
Car park takings												

April 2022 - February 2023 car park takings are £640,591 this year, which is £110,591 more than the Budget and £66,890 less than the same period last year.

Padstow Town Council
Cornwall Council Non-Domestic Rates Bills

Nominal code	Rateable value	Rates 2020-21	Rates 2021-22	Rates 2022-23	Rates 2023-24	Payments due: Apr	May-Jan
1 5317 Railway car park PL28 8DA	110000	56320	56320	56320	65024	6506	6502
2 7017 Station House offices PL28 8DA	18000	8982	8982	8982	9106.75	757.75	759 until March
3 5717 The Cemetery, Padstow PL28 8BG	3250	1565.89	1621.75	1621.75	1621.75	163.75	162
4 6217 The Lawn Tennis Courts PL28 8EA	1200	598.8	598.8	598.8	536.43	50.43	54
5 5417 The Lawn Car Park PL28 8EA	30000	14970	14970	14970	17215.50	1717.5	1722
6 7017 Padstow Core Building PL28 8EB	2900		1447.1	1447.1	1347.3	115.30	112 until March
	165350	82436.69	83939.65	83939.65	94851.73	9310.73	9311

AGENDA ITEM 10a: CORRESPONDENCE**Councillors Correspondence for Information – March 2023**

Item	From	Referring To	Notes
a	Bodmin & Wadebridge Neighbourhood Police	March 2023 Newsletter	Shared on Councils website
b	Civility & Respect Project	March 2023 newsletter	Civility and Respect Pledge being discussed with Staffing Committee
c	National Lobster Hatchery	Hatching email mail news update	
d	Purple Gecko Events	Saints Way Challenge 02.09.23 from Padstow Methodist Church to Fowey along the Saints Way.	Event organiser completed land use request however on further correspondence route does not crossing Padstow Town Council land. It goes on the highway from Methodist Church to Dennis Road, Dennis Lane and then on the Saints Way.
e	Padstow Bat Detectives	PTC grant awarded	Thank you for grant. Cllrs welcome to attend a walk in the summer or to get in touch re a private walk or advice on bats.
f	Cornwall Council	Affordable Housing March Newsletter and key contacts for each area	Added to website for public with permission from CC.
g	Cornwall Council	2023 Off-Street Parking Order consultation letter	Town Clerk emailed Councillors 08.03.23 asking for comments by 17.03.23
h	Waste & Environment Contracts Officer Cornwall Council	2023 Mayday clear up details. Biffa will be arriving in Padstow around 5am 2 nd May, will try and minimise noise but conscious Zone 1 needs to be Grade A by 9am. Biffa unable to take away 'green waste'.	

PADSTOW TOWN COUNCIL: 28 MARCH 2023

AGENDA ITEM 10i : Land Use Request: Bandstand (Churches Together Walk of Witness)

1. Event Outline:

- 1.1 Annual Easter event, Churches together are requesting permission to use the bandstand on Friday 7 April 2023 (Good Friday) for a brief reading and hymn. Estimated time on the bandstand is around 20 minutes at approximately 12.20pm-12.40pm. They would like to leave a cross tied to the railings when they leave.

2. Event Details and further information

- 2.1 Below is an extract from the Land Use Request Form:

Section 2: Request Details

2.1 Area Of Council Land Requested

Bandstand

2.2 Date of Request

07/04/2023

2.3 Arrival Time

12:20 pm

2.3 Departure Time

12:40 pm

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

Yes

Start Time

12:00 am

Finish Time

12:50 pm

Details & Description Of Event

The annual Good Friday Walk of Witness is organized by Churches Together (local Anglican, Catholic and Methodist communities). We have four stopping points, outside the main door of St Petroc's, in the car park of St Petroc's by church rooms, in St John's car park (via Ruthy's lane), and on the bandstand. In each place there is a reading, a short prayer and a hymn, with music provided by the St Minver Silver Band. A large wooden cross is carried throughout the walk and afterwards is firmly secured to the railings behind the bandstand, where it remains until Easter Monday. Number attending will probably be around 20-25 initially. People are welcome to join as we move through the town.

3.2 Adverse Weather Plan

The event will be cancelled if severe weather makes it unsafe.

Section 4: Permission From Other Bodies

4.1 Permissions

None

- 2.2 Support Officer has advised that Padstow Town Council can only give permission regarding use of the bandstand and other locations may fall under Cornwall Council remit, as highways or other authorities.
- 2.3 Further information has been sought about how the cross will be lashed and advised it will be secured with large cable ties and rope. Last year

it was advised that the cross is approx. 9ft high and 4ft 6 wide, weighing approximately 30lbs.

3. Considerations

- 3.1 Risk assessment has been received and sent to Councils insurers, currently waiting on public liability insurance.
- 3.2 Last year Council approved the permission subject to i) appropriate risk assessments and public liability insurance to the satisfaction of Councils insurers and health and safety advisors; ii) that removal of the cross be by 10am on Tuesday, after Easter Monday to avoid ambiguity.

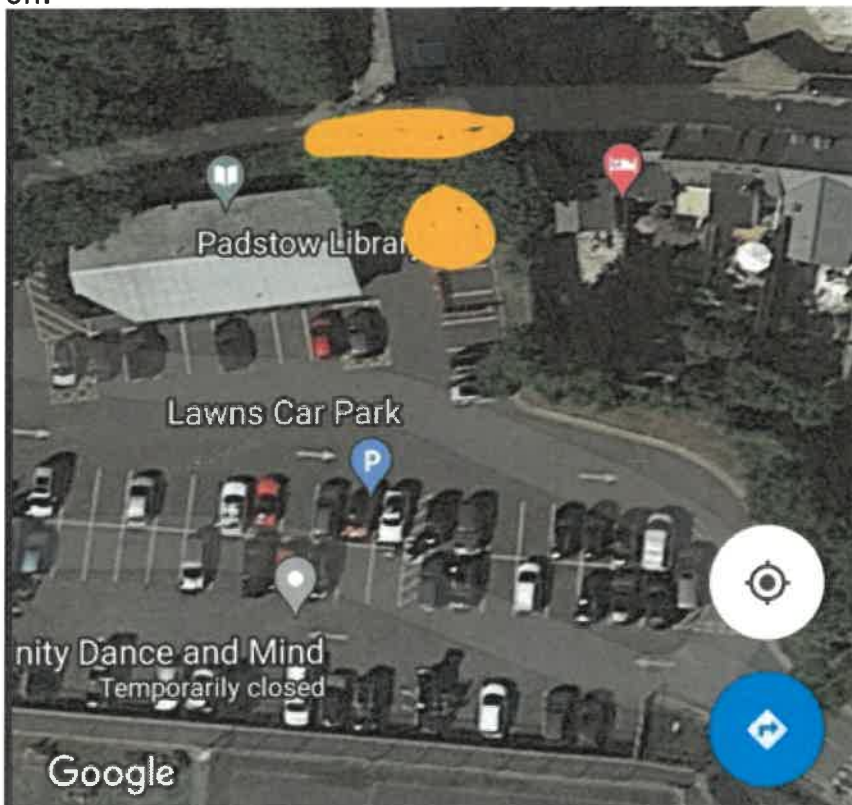
AGENDA ITEM 10ii: Tree work permission: Lawn car park from Birch Utility Services

1. Brief overview

- 1.1 Birch Utility Services are the contractor for National Grid and have been in contact to gain permission to undertake some tree trimming works around the overhead power lines by the side/rear of the Core Building/ Lawns car park. The request includes the use of 4 car parking spaces to undertake the task safely.

2. Further details

- 2.1 Contractor hoping to take these works forward on Friday 28 April 2023, however we understand that on occasion the dates can change last minute.
- 2.2 They have provided the below map to show the areas where the works are required. Asking for the 4 spaces beside the Core Building to be coned off.



- 2.3 Contractor advises the main work will be in the lane behind the library building, which Support Officer has informed is Cornwall Council Highway, and a smaller amount from the car park side by the low voltage pole.
- 2.4 The work will be undertaken by a MEWP with a truck and chipper on site to deal with the arisings, making sure the site is left clear.
- 2.5 Support Officer advised Birth Utility Service that the trees are covered by a TPO and therefore the contractor have contacted Cornwall Council to gain permission, which they have updated has being granted.

3. Considerations

- 3.1 Any permission would be subject to appropriate risk assessments and public liability insurance to the satisfaction of our insurers and health and safety advisors.
- 3.2 Are Council happy to cone off the 4 parking spaces for this use?
- 3.3 If Council are happy to approve, should the date be moved are Council happy for final sign off be delegated to the Town Clerk in consultation with Chairman?

AGENDA ITEM 10b iii) Padstow Sailing Club Request

1. Request details

- 1.1 Padstow Sailing Club have contacted the Council to request permission to erect their marquee for a series of events they will be undertaking to mark the Kings Coronation.
- 1.2 They are currently looking at erecting the marquee on Friday 5th May, depending on weather conditions, but have not stipulated how long the marquee will be up for.
- 1.3 They understand that a copy of their current insurance document and risk assessment will be required.

2. Considerations

- 2.1 If Council agree permission, recommendations would be on the following terms:
 - i) The marquee is erected on Padstow Sailing Club leased outdoor space.
 - ii) That the marquee is dismantled after the Kings Coronation celebrations.
 - iii) The tenant ensures that all other permissions which may be require are addressed and dealt with.
 - iv) That the tenant provided risk assessment and PLI to the satisfaction of Council H&S advisor and insurers.

PADSTOW TOWN COUNCIL: 28 March 2023

Agenda item 11: 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

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

- a) **PA23/02206 Caravan Creekview Creddis Farm High Lane Wadebridge Cornwall PL27 7SA** – Non material amendment in relation to decision notice PA20/07449 dated 10.11.20 for proposed materials update.

Previous application PA20/07449 -Replacement of static caravan with permanent dwelling – Padstow Town Council **SUPPORTED** and Cornwall Council **APPROVED**.

Below is plan from previous application PA20/07449.



As per the application form on PA23/02206 the amendment are due to 'Changes in availability of material and associated costs.'

PADSTOW TOWN COUNCIL: 28 MARCH 2023

AGENDA ITEM 12: PARISH EVENT FOR KING'S CORONATION – WHEAL JUBILEE PARC

1. Background

1.1 Council will recall that at the end of 2021 initial thoughts were given to the King's Coronation, decision was made by Council in order to secure the booking of a mobile outdoor cinema screen, mobile toilets and First Aider for an event at Wheal Jubilee Parc, further details would be looked at later.

1.2 Council at its meeting in January 2023 nominated both Councillors Mrs Colwill and Mrs Walter to work up detailed proposals for a Parish Event at the Wheal Jubilee Parc and bring back to a future meeting. Subsequently Councillor Mrs Dawe's assistance was required from her fellow Councillors to take this forward.

2. Overall View on Event

2.1 Councillors Mrs Colwill and Mrs Dawe met with the Town Clerk and Council Support Officer, Tracey Trestain to start to bring this together.

2.2 When considering the same it was worthwhile giving thought to the type of event this will be. It was agreed that this was very different to the Queen's Jubilee Celebrations. These were over a longer period and were driven by the community. The event at Wheal Jubilee Parc was very much a fun day with rides, crafts and entertainment - not one outstanding main area of focus.

2.3 However, this event is centred on the ceremony of the King's Coronation, an opportunity for our community to be together to watch this historic event and share in a memorable experience to mark the same.

2.4 However, it was felt that some fun things around this main event and leading up to it would be welcomed, particularly for the younger members of our community. At the time of writing this report we are still not clear on the timings of the actual ceremony but do anticipate it taking place in the morning.

3. Proposed Lead Up to Event and Wheal Jubilee Parc Event Detail

3.1 Following the meeting as outlined in 2.1 the following is for Council's consideration:

a) Leading Up To The Event

Interactive Trail: This is for anyone with a mobile phone. The launch date is from 17 April with it running for 4 weeks. 10 locations in your town/village are needed with each location providing an opportunity to do interactive fun things. This interactive trail will be specifically for the King's Coronation – The King's New Wardrobe. The locations are provided to the company who then provide all the necessary detail and send us window vinyl's/signage to put up at the locations. Appendix 1 offers some suggested locations for these. Cost for this would be £411.75 plus VAT (discount from £549 if population less than 10,000)

Drawing Competition: This could be launched via the local school as well as on our website to invite our younger members of the community to put in a drawing of the king. These could then be judged by our Mayor, to win a prize associated with the King's Coronation.

b) On the Day – Saturday 6 May 2023 – Wheal Jubilee Parc

Picnic Event: Our community encouraged to bring their own picnics, a relaxed sort of event.

Face Painters: To avoid disappointment this has already been booked up and was supported by both Councillors Mrs Colwill and Dawe. These proved such a hit at the Council's skate park opening and the Queen's Jubilee. The Council pay for their time, meaning this is free to anyone who wants their face painted. Cost for this £420 (4 hours, 2 artist).

Circus Type Acts:

Cost given is £320 (plus VAT), they work in schools so fully DBS checked as well as risk assessed etc. The Council Support Officer has shared details of the venue and they would be able to accommodate. They can teach circus skills including: gymnastic ribbons, flower sticks, plate spinning routines, diablo, hula hooping, juggling balls/scarves, unicycling, hand-held stilts etc.

Fancy Dress: To encourage fancy dress on the day, so be King or Queen for the Day. Then at the actual event any Councillor attending could award some best dressed prizes.

Refreshments: This would be no cost to Council but approaches being made to coffee truck and ice cream vender. Have yet to hear further.

Banners: All agreed that these would look good at the event and provide an opportunity to people to take a photo by the same with it outlining what the event is about.

Prize Items: These would be Coronation related and be given as prize gifts.

Something to take away: Thought was given on something the children could take with them, this ranged from flags, to paper crowns to commemorative bubbles.

4. Legacy

4.1 Some thought was also given to having a permanent way to mark the Coronation of our King.

Are Council happy that:

a) A plaque marking this be placed on the refurbished seat at the Victoria Monument alongside the plaque in commemoration of the Queen's Jubilee?

- b) That the previous decision of the Leisure, Tourism and Open Spaces committee to launch a competition to name the play area boat be revoked. Instead, as the timings are so close together the boat is called King Charles III – it was felt that this fitted in so well with the timings of his coronation and the play park. What do Council think?

5. Future Community Thoughts

- 5.1 When discussing ideas for this event both Councillor Mrs Colwill and Dawe felt the Interactive Trail was a fantastic idea with the Council Support Officer advising that other trails could be purchased for Easter, Christmas etc. It was felt that if the Council support the trail as outlined in 3.1 a) then it would be good to see how that goes with a view to looking to purchase more in the future.

6. Commemorative Items

- 6.1 This was discussed at length during the meeting. When looking at items there were various things such as coins, cups. Its likely that any spend on these items would be in the region of £1,500 to £2,000 – dependent on item and how many were ordered. There would also need to be clear thought and direction on how any such items would be given, who too etc.
- 6.2 Council's view on this is welcomed. Some thought was that this is a large expenditure which could be better invested in other community events in the future, particularly when the Core Building is up and running. Furthermore, such items could be purchased yourself anyway. What are Council's views/thoughts?

7. Request

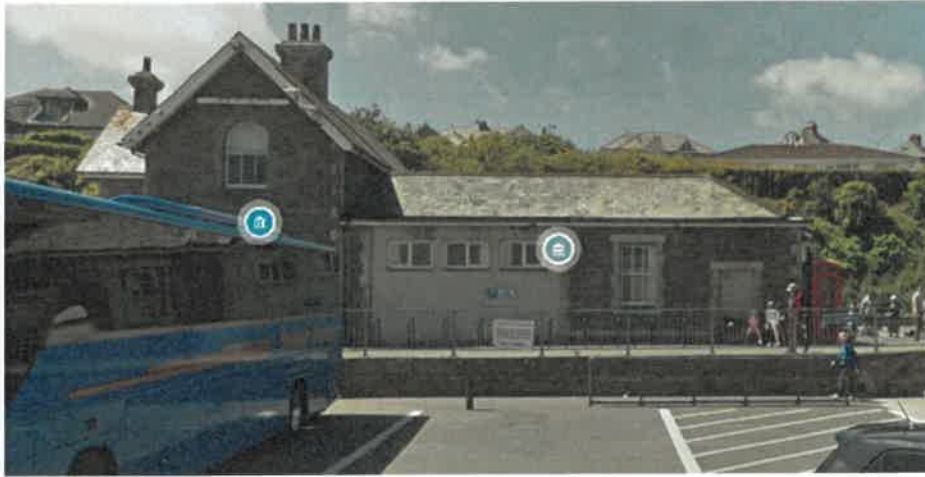
- 7.1 The Council has been contacted by Trevone residents who are putting on their own celebrations and seeking financial support from the Council. The RFO has advised that requests for grants are dealt with through the Grants Policy and the FGP Committee recently met and awarded the 2023-24 grants. It is regrettable that the Trevone residents did not apply for a grant towards their celebrations, as the Grant Policy is clear that 'grants are awarded once annually'. The RFO has yet to respond in this regard as would like to update on the plans for community once this report has been considered.
- 7.2 It's considered that the Queen's Jubilee Celebrations were different in that across our parish the community took the lead, with the Council providing financial support. This time however the Council is taking the lead in putting on an event for the who community/Parish to come together to watch and mark this historic event.

8. Considerations:

- 8.1 Are Council happy that the detail as outlined in 3.1 a) and b) above be taken forward with any spend for this being taken from the Community Budget for 2023/24?
- 8.2 Are Council happy with the legacy ideas outlined in 4.1 a) and b) above?

Agenda ut em 12 appendix 1

Images from google maps – so little outdated but provides an idea.



Station House



Bandstand



White shelter area

Images from google maps – so little outdated but provides an idea.



Stile field



Cory shelter

Church



Images from google maps – so little outdated but provides an idea.



Core building



Prideaux Place

Images from google maps – so little outdated but provides an idea.



Cole Rayment & White



Blockhouse/Play area

PADSTOW TOWN COUNCIL
28 MARCH 2023

AGENDA ITEM 13: CORE BUILDING UPDATE:

As per Council's decision last month, order has been placed for furniture. However, delivery isn't expected until end of April/early May. Once the furniture is in then the space the Council occupy can be used.

The Town Clerk has to liaise further with Wadebridge Food Bank as the room with the roller access door would be the ideal space for the Satellite Food Bank. Are Council happy with this? If so, Wadebridge Food Bank has secured funding and will be able to provide shelving to assist.

Other items required are plates, cups, kettles etc. There is budget available for these ancillary items.

If Council is happy, the Town Clerk and office team will look for a date in May to "open" the Core Building. This could be a coffee morning inviting organisations such as CAB, NHS Prescribers. Are Council happy with this idea?

AGENDA ITEM 14: MULTI-USE GAMES AREA AND LAWNS PLAY AREA UPDATE:

Whilst both projects are progressing well, the weather has had an impact for the flooring element of both. The Play Area is now looking more like second week of April, with the MUGA mid/end of April. Both of which will require inspection before opening. Therefore, due to the uncertainty of a "date" are Council happy that when done they are open to the public and instead the Town Clerk and office team could look at a community event over a morning during the summer at the Lawns – this could encompass the whole area – skate park, MUGA, play area, Core Building. Council could close off part or all of the Car Park and put on a great occasion so all can see what the Council has achieved as well as having fun. The Social Club were terrific in being involved with the Skate Park Opening and therefore this could be great for them too. Are Council happy with this idea instead?

With regards to the MUGA, the Town Clerk and office team were thinking how this would operate in practice and felt that until we see the space and also know how much use it would have its hard to determine what type of booking system you need, if you need one. Therefore, when complete would Council be happy that we advertise the space is open from 10 am to 4 pm daily (Council staff to open and lock up each day) and take it from there? We are currently taking forward the health and safety aspects around the equipment and signage so Council's thoughts on this now is most welcomed.

PADSTOW TOWN COUNCIL: 28 MARCH 2023

AGENDA ITEM 15: COUNCIL'S ANNUAL TOWN MEETING:

A date for Council's annual town meeting has been provisionally set for Tuesday 9 May at 7.30pm in the Church Rooms. For the last 2 years the Council has invited the Local Neighbourhood Police team and Cornwall Councillor Rushworth to address the community, alongside the Town Mayor who updates the community on Town Council matters. In previous years, representatives of Padstow School, the GP Surgery and Padstow Fire Station have also been invited.

Council is asked to give consideration to the agenda for the 2023 annual town meeting and which, if any, organisations it wishes to invite.

Meetings Attended by the Mayor March 2023.

March 6th 2023 - Community Levelling Up - Local Good Growth Delivery Framework

This was an online meeting to update everyone on the progress with developing the framework and discuss the latest development of the prioritisation for Bodmin, Wadebridge, Padstow, St Teath and Tintagel. The two main priorities for the Community Levelling Up Programme (CLUP) in our area have been identified as,

1, Community and Pride Of Place - The main strengths that were found to be built on were Community spirit and engagement and a number of community hubs that are thriving and should be built on. An example of this which was given was the Betjeman Centre. It was stated that there are opportunities to maximise utilisation of existing community halls and facilities, expansion of new or refurbishment of existing community and village halls also opportunities to transform underutilised open public space for recreational use.

2, Connectivity - There needs to be reliable and sustainable connectivity across the parishes which has strengths that need to be built on including strategic road links (A30, A38 & A39) which provides access to the rest of Cornwall. Some areas benefit from a well developed network of footpaths and bridleways and of course there is the Camel Trail which is an important draw for visitors, but also connects Padstow, Wadebridge and Bodmin for those who are keen to use cycling/walking as a method of getting to places of work/recreation without using cars or public transport. Things that need to be done to improve connectivity are to expand community bus service frequency and accessibility for those who are dependent on public transport. Improve walking/cycling infrastructure between parishes this may include feasibility studies and other project planning activities Also to promote and expand micro-mobility transport hubs and shared carpool opportunities to enable higher sustainable travel between parishes and in turn reduce (private) car dependency for short-distance journeys.

The available funding that is available for applications in our area is £360k, it was said that any applicant for a project that can match the amount they are applying for stand a better chance of being successful in their bid, also it has to be deliverable by March 2025.

March 9th 2023 - Community Network Panel Meeting.

This was the first network panel meeting that was face to face since the start of the pandemic, and was also the last of the network panel meetings before moving over to the Community Area Partnership (CAP) in May. Cllr Dawe also attended the meeting with me.

Oliver Jones spoke first giving an update on the current highways schemes and budgets before listing the schemes to be delivered in Year 2 (2023/2024). After the schemes were read out and the amount that it was going to cost it was agreed to approve the recommendations. It was said how over the next 2 years there will be around 14k left in the allocated budget so all towns and parishes within the network were to be contacted and asked if there were any small scale highway issues that could be put forward for recommendation and included in the work programme over the next 2 years.

Inspector Regie Butler-Card spoke next explaining how the last 12 months had been very challenging with staff issues but going forward things were looking a lot better throughout the Bodmin, Wadebridge and Padstow area with the Wadebridge Office reopening so that the public will again be able to report crimes and issues face to face, it was also said that they were hoping to start a drop in crime in Padstow which will hopefully come when the Core building is up and running. It was agreed that to actually see the Police patrolling the areas on foot is the best deterrent to reduce the crime which again was said to be down year on year with most cases not being classed as serious crimes. Our area is still classed as one of the lowest crime rate figures throughout the country, in turn making it a more desirable place to come and live in.

Lucy Allison the Community Safety Officer spoke how working and engaging with youths and engaging with local people and councils is the way forward in resolving anti social and petty crime issues. She is hoping to visit Padstow in the near future to have a more in depth conversation on what problems and issues we are seeing in the Padstow area and hopefully come up with some suggestions and ideas of how they can be overcome.

Adrian Jones spoke to the panel about the Cornwall Folk Festival that is held in Wadebridge over the August Bank holiday weekend, outlining how popular it is and besides being a great event for the folk people, how it is also great for the town of Wadebridge as well financially. He did say that the event is growing bigger and bigger so larger venues are needed but with that comes more issues with higher running costs, and it is all voluntary at the moment but this could be a time to have a paid member to organise the event.

Some members gave a reflection on what the panel had achieved over the last 14 years, and all agreed how important they felt it was getting together with other town and parish councils within the area to gain ideas and information on problems nearly all towns and parishes share.

I will continue to attend the meetings as the elected vice chairman until the new CAP's are set up and a new Chair and Vice Chair are elected.

No other meetings attended throughout the remaining period due to being away on holiday.

Kind Regards
James O'Keefe
Chairman Padstow Town Council



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

Date	Time	Meeting
2023 DATES		
Tue 28 March	7.30 pm	Full Council
Tues 4 April	7.00 pm	Highways, Roads and Transport Committee cancelled to be re-scheduled in due course.
Tues 11 April	7.00 pm	Planning Committee re-scheduled to 18 April
*Tues 18 April	7.00 pm	Planning Committee
Tues 25 April	7.30 pm	Full Council
Tues 9 May	7.30 pm	Annual Town Meeting [venue TBC]
Tues 16 May	6.00 pm	Annual Council Meeting

Meetings may be 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 Council's 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.

*Planning Committee reschedule to Tuesday 18 April 2023 due to 1972 Local Government Act s243 including Tuesday 11 April as being part of Easter.