

PADSTOW TOWN COUNCIL

Minutes of the Full Council meeting of Padstow Town Council held on Tuesday 28 March 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 Curgenvan, Mrs J Dawe, K Freeman, A Flide, A Hoskin, A N Rees, Mrs T Walter and C WatsonSmyth

In Attendance: Mrs K Pemberton (Town Clerk), Mrs S Daly (Support Officer and minute taker) and Cornwall Councillor S Rushworth (part)

2022/189 To receive apologies for absence and announcements:

- i) Apologies were received from Councillors M Rickard
- ii) The Chairman advised of the known details for the Gorsedh Kernow Proclamation on Saturday 22 April, being:
 - Rolling road closure has been applied for;
 - Participants meeting in the Church Rooms at 9.45;
 - Procession to commence at 10am travelling via Church Street to the Bandstand for the ceremony at 10.30am, after ceremony will reform the procession back to the Church Rooms.

2022/190 Declarations of interest from Members: There were no declarations of interest.

2022/191 Dispensations: There were no dispensations.

2022/192 Public Participation: There was no public participation.

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

- Had tried liaising with Housing Team regarding the rough sleeper outside of Barclays who he understood would be visiting the person to see if they would accept temporary accommodation. Otherwise, would liaise with police to see if they could get the person to tidy up;
- Had tired chasing today for confirmation of a date for the Link Road Car Park relining. As yet no date received but confirmed it was on the team's agenda;
- Recent planning application for Sarah's Meadow was looking likely to be refused due to insufficient space and impact on curtilage;
- Confirmed due to insufficient member votes, the question of a mayor for Cornwall would be going to referendum, details for which would be agreed by Cabinet on Wednesday;
- Noted that Sarah Simms would become the area's Community Network Manager and that she was the most experienced Network Manager. Further noted that the Wadebridge and Padstow network area would now include Tintagel, Delabole and St Tudy.

- Advised that CC Highway's Officer had confirmed speed sign by school crossing could be made automatic for school drop off/collection times and could be funded through the Highways Community Budget. Asked Town Clerk to email Highway's Officer to confirm Council's support of this. It was noted by the Chairman that the 20mph speed restriction for Padstow was due to come into effect in 2026;
- In response to a query, the Chairman reaffirmed that Padstow Town Council had declined to comment on CC's car park charging proposals;
- Advised was "keeping an eye" on when the first affordable housing houses will be available. Considered these were likely to be later than originally expected;
- In response to a member comment, confirmed would look into whether/when relining works at Traitor would be undertaken.

Police Report: The police report for the period 28/2/23 to 24/3/23 was noted for information having been tabled and read. It was further noted that following conversations at a recent community network meeting, the Police had confirmed an interest in having more of a presence in Padstow and that potentially they would be looking for a space. The Town Clerk hoped to discuss this further with Inspector Reggie Butler-Card upon his return from leave. It was noted that perhaps the Core Building could be used for this in some way.

2022/193 RESOLVED that the minutes of the meeting held on **Tuesday 28 February 2023** be signed as a true record.

2022/194 Clerk's Report/Work Programme: The report was noted for information. Mention was made of the steps taken to reduce the issues caused by the rough sleeper, namely the removal of the modesty screen outside North Quay toilets and the PRI light which was being progressed. The Town Clerk confirmed that the team had sent an alert to Streetlink, the organisation responsible for linking rough sleepers with appropriate services. The team had also contacted the police who had visited the person in relation to other issues.

It was noted the white shelter railing works would begin this week.

2022/195 Committees/Working Group Meetings:

- a) i) **RESOLVED** to adopt the minutes and approve recommendations of the Highways, Roads and Transport Committee meeting held on 7 March 2023;
- ii) **RESOLVED** to adopt the minutes and approve recommendations of the Leisure, Tourism and Open Spaces Committee meeting held on 14 March 2023, having been tabled and read;
- iii) **RESOLVED** to adopt the minutes and approve recommendations of the Staffing Committee meeting held on 21 March 2023; and

iv) **RESOLVED** to adopt the minutes and approve recommendations of the Finance and General Purposes Committee meeting held on 21 March 2023.

b) **RESOLVED** to receive the minutes of the Planning Committee meeting held on 14 March 2023.

2022/196 Committee Vacancies: The Chairman noted that whole committee memberships would be considered at the Annual Meeting of the Council in May before which committees would only have 1 meeting left, if any. Therefore, it was suggested this item be deferred.

RESOLVED that no appointments be made to fill the vacancy on either the Highways, Roads and Transport Committee or the Leisure, Tourism and Open Spaces Committee before the Annual Meeting of the Council in May, at which meeting consideration will be given to all Committee memberships for the 2023-24 year.

2022/197 Finance: Monthly Accounts and Payments March 2023

a) The monthly finance report was noted.

b) It was **RESOLVED** to i) ratify payments made February (c) of £45,734.54 and direct debits of £246.41 and ii) March (a) of £4,157.25, standing orders or direct debits (regular payments of the same amount) of £888.50 and direct debits of £2,634.44.

c) Car park takings were noted.

d) The Ladywell parking space tender of £1,127.15 plus VAT was noted.

e) The total of £94,851.73 for Non Domestic Rates for Padstow Town Council properties for 2023-24 was noted.

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

2022/198 Correspondence:

a) Correspondence for information was noted.

b) i) Land Use Request: Bandstand (Churches Together Walk of Witness): Consideration was given to the request to use the Bandstand on Friday 7 April 2023, as in previous years, as part of their Easter Walk of Witness.

RESOLVED to approve the request from Churches Together to use the bandstand as set out in the agenda pages subject to i) receiving appropriate risk assessments and public liability insurance to the satisfaction of Council's insurers and health and safety advisor; and ii) that removal of the cross be by 10am on the Tuesday after Easter Monday to avoid ambiguity over removal.

ii) Tree Work Permission: Lawns Car Park Birch Utility Services: Consideration was given to the request from the contractor for National Grid. Comment was made that the date for works was Friday 28 April and that this was the Friday before the Bank Holiday and May Day. It was therefore suggested that the Town

Clerk outline this clearly to the contractor and suggest that any works undertaken on the 28 April should be completed that day.

RESOLVED to grant permission to Birch Utility Services to access the trees to the side/rear of the Core Building/Lawns Car Park in order to undertake tree trimming works around the overhead powerlines on behalf of National grid subject to receiving appropriate risk assessments and public liability insurance to the satisfaction of Council's insurers and health and safety advisors; ii) to cone off 4 parking spaces for their use during this task; and iii) that should the date be moved by the contractor, final sign off be delegated to the Town Clerk in consultation with the Chairman.

iii) Padstow Sailing Club Request: Consideration was given to the request. It was **RESOLVED** to grant permission to Padstow Sailing Club to erect a marquee on Friday 5 May for a series of events celebrating the King's Coronation provided that i) the marquee is erected on Padstow Sailing Club leased outdoor space; ii) that the marquee is dismantled after the King's Coronation celebrations; iii) the tenant ensures that all other permissions which may be required are addressed and dealt with; and iv) that the tenant provides risk assessments and PLI details to the satisfaction of Council's health and safety advisor and insurers.

2022/199 Planning Application: RESOLVED to make the following response to the planning authority, Cornwall Council:

a) PA23/00206 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.

SUPPORTED

2022/200 Parish Event for King's Coronation – Wheal Jubilee Parc:

Members gave consideration to a request from Trevone residents seeking financial support from the Council for an event they are organising in celebration of the King's Coronation. It was noted that the Trevone residents had not applied for a community grant and that Council's grants policy specifies these are awarded once annually. Comment was made by a Trevone Ward member that "Padstow" had not applied through the grants process for a Coronation celebration and that therefore the request from Trevone should not be subject to this process and they should not miss out because they had not applied.

The Chairman noted that when Council discussed in January plans to celebrate the Coronation, the suggestion of an event in Trevone had not been raised and Council had agreed on one event televising the Coronation itself which would be open to the whole parish.

It was suggested by the Trevone member that it was not clear then that there would be a series of events like the Queens' Jubilee. They considered the Jubilee and Coronation should be treated the same.

The Town Clerk clarified that Council could agree a financial contribution to the Trevone residents, should it so wish, provided it is clear that the money is towards a community event they are staging for the celebrations and that it is paid to a business/organisation and not an individual.

There was discussion regarding the amount of financial contribution. It was noted that £500 was given for the Queen's Jubilee.

RESOLVED to provide a financial contribution of £1,000 towards a community event being staged by Trevone residents for the celebration of the King's Coronation, provided that it is paid to a business/organisation and not an individual.

Members gave consideration to the rest of the agenda report regarding the proposed details for the parish event on Saturday 6 May of which they were supportive. Proposals included an interactive family trail – The King's New Wardrobe, at a cost of £411.75 plus VAT, and a drawing competition for the children of the parish. Proposals for the day itself included encouraging the community to bring their own picnics, providing face painters and circus type acts free of charge at a cost to the Council of £420 and £320 plus VAT respectively. As well as a fancy dress competition and the displaying of photo opportunity banners. It was noted that approaches had been made to some food and drink vendors (at no cost to the Council) but Officers had yet to hear back from these.

Consideration was given to legacy items, namely a commemorative plaque on the seat at the Victoria Monument and also naming the new play area boat King Charles III. It was felt these were good ideas and it was agreed that the previous decision of LTOS to launch a competition to name the play area be revoked in order to do this.

There was discussion regarding providing commemorative items to the community and it was agreed that the likely cost of this, approx. £1,500-2,000, would be better invested in other community events in the future.

RESOLVED that i) the Town Clerk in consultation with the Councillors involved with the Coronation proposals proceed with the suggestions in paragraph 3.1 a) and b) of the agenda report. Further, in respect of the banners, it was agreed to purchase 2, 1 for the event in Wheal Jubilee Parc and 1 for the event being organised in Trevone by Trevone residents; ii) a plaque marking the occasion of the Coronation be placed on the refurbished seat at the

Victoria Monument alongside the Queen's Jubilee plaque; iii) that the previous decision of the Leisure, Tourism and Open Spaces Committee to launch a competition to name the play area boat be revoked and the boat be called "King Charles III"; and iv) not to progress commemorative keepsakes for the community as the financial outlay of this could be better invested in other community events in the future.

2022/201 Core Building Update: Members noted the update in the agenda report regarding furniture for the Core building and the suggestion that the Town Clerk liaise further with Wadebridge Food Bank regarding using the space for the satellite food bank. Members were supportive of setting a date in May to "open" the Core Building and the suggestion that this be a coffee morning inviting organisations such as the CAP (Christian's Against Poverty) and the NHS Prescribers.

RESOLVED that the Town Clerk i) liaise with Wadebridge Food Bank regarding use of the Core Building for the satellite food bank; and ii) look for a date in May to "open" the Core Building by way of holding a coffee morning type event inviting organisations such as the CAP and NHS Prescribers.

2022/202 Multi-Use Games Area and Lawns Play Area Update: There was discussion of this item. It was noted that the suggestions in the agenda report were a "starter for 10" and members thoughts were welcomed. Members were supportive of the suggestion that due to the dependency on weather and inspection timings for the completion dates of both the MUGA and play area, these be opened to the public as soon as possible without waiting for a formal opening event. However, the Town Clerk and office team could look at organising a community event during the summer to celebrate the new facilities, encompassing the whole Lawns area including the skate park, core building and seeking the involvement of the Social Club. Mention was made by a member that Nadelik Lowen were looking at potentially running a Carnival this year and one member wondered whether this could link up with the Lawns day. A further suggestion was that a sports event could be held as soon as the MUGA is finished and that this could be a full day of sport in the form of football, basketball and tennis tournaments.

There was discussion of the opening hours for, and access to, the MUGA. Generally, it was thought that the initial suggestion of 10am – 4pm would be too restrictive, particularly for older children attending Wadebridge School and given that it was soon to be light in the evenings. There was discussion regarding the potential for vandalism and the removal of the moveable equipment if the facility was left open 24/7. It was noted that there was currently no evidence to support the installation of CCTV in this area but that this could be looked into should issues arise. Consideration was given to a suggestion by a member that the facility be open between 10am – 4pm but bookable in the evenings. However, it

was generally felt the facility should be open 24/7 at least to begin with.

RESOLVED that i) when finished, the MUGA be unlocked and available to access 24/7; and ii) both the MUGA and play area be open for use as soon as complete and instead of an official opening, proposals for a community day to be held in the Lawn's Car Park in the summer be worked up instead and brought back to a future meeting.

2022/203 Council's Annual Town Meeting: Consideration was given to the format of the Annual Town Meeting. It was **RESOLVED** that Cornwall Councillor Rushworth, representatives of the GP Surgery and the NHS Social Prescribers, and the Neighbourhood Police Team be invited to speak at the annual town meeting and that this be held on Tuesday 9 May in the Church Rooms at 7.30pm.

2022/204 Reports from members/Outside Organisations: The report was noted for information.

2022/205 Dates of Council Meetings: Date of next meeting, Tuesday 25 April 2023 at 7.30pm and future meeting dates were noted. It was further noted that the date of the extra-ordinary LTOS meeting had been arranged for Tuesday 4 April 2023 at 6.00pm.

2022/206 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.

2022/207 RESOLVED that the confidential minutes of the Full Council meeting held on Tuesday 28 February 2023 be signed as a true record.

2022/208 RESOLVED to adopt the confidential minutes and approve recommendations for the i) Staffing Committee meeting held on 21 March 2023; and ii) Finance and General Purposes Committee meeting held on 21 March 2023.

It was noted that there were no confidential minutes for the meeting of the Leisure, Tourism and Open Spaces Committee meeting held on 14 March 2023.

2022/209 Tenant/Lease Matters: Members noted the verbal updates on this item.

2022/210 Use of Council Land: Railway Car Park: See confidential minutes.

Meeting closed at 8.40 pm