

PADSTOW TOWN COUNCIL

Minutes of the Full Council Meeting of Padstow Town Council held on Tuesday 28 November 2023 at 7.30 pm in the Council Chamber, Council Offices, Station House, Padstow

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

In Attendance: Mrs K Pemberton (Town Clerk), Mrs S Daly (Assistant TC/Assistant RFO and minute taker), PC Bartlett (Devon and Cornwall Police) and 2 members of the public.

2023/121 To receive apologies for absence and announcements:

i) Apologies were received from Councillor Mrs J Colwill; ii) There were no announcements.

2023/122 Declarations of interest from Members:

- Councillors P Curgenvan and A J Hoskin declared an interest in agenda item 20 Railway Car Park – Sand Operations;
- Councillors Mrs T Walter and C WatsonSmyth declared an interest in agenda item 21 Lease and Tenant Matters (part).
- Councillors P Curgenvan, Mrs T Walter and C WatsonSmyth declared an interest in agenda item 13a Planning Application PA23/06893

2023/123 Dispensations: There were no dispensations.

2023/124 Public Participation:

Cornwall Councillor's Report: Apologies were received from Cornwall Councillor Rushworth; there was no report.

Police Report: PC Bartlett introduced himself to the Council outlining that he was covering the Wadebridge area, which included Padstow. He provided the following update:-

- Hoped by January 2024 to have a third officer appointed to cover Padstow and Wadebridge;
- Overall there were no major issues of concern for the Parish, with stats showing that crime was down from the same time last year.
- Outlined various ways that the public can contact the police to raise any non-urgent matters, he acknowledged also that there were still issues with the 111 service and encouraged use of the online facility.
- He confirmed he was happy to attend any meetings of Council, availability would be determined by work demands.

2023/125 RESOLVED that the minutes of the meeting held on **Tuesday 31 October 2023** be signed as a true record.

2023/126 Presentation by Padstow & District Community Transport: At the request of the Chairman, two members of the public in attendance were invited to speak at this item, being volunteers for the Padstow and District Community Transport.

The following update was made:

- Confirmed it was a volunteer organisation, not-for-profit providing minibus services as well as volunteer drivers.
- There had been changes to volunteers with there now being 6 members. They were looking for more drivers to help.
- They provided services to various local organisations such as St Issey School, Beach Guardian and senior citizen outings.
- They provided a "lifeline" to many people they served.
- Were thankful to the Council for their grant this year and welcomed a close working relationship.
- They would like to make the service more accessible to more people, they would be launching a new website and would welcome this being shared on PTC platforms.
- They were attending the Christmas Festival to raise awareness of the service and look for volunteers.
- In response to a Councillor query, it was outlined they want to try to make it simpler to book, the new website would help with this. They had some volunteer drivers but were also working to make it possible for groups to supply their own drivers.

Thanks were expressed for their attendance and the useful update.

2023/127 Clerk's Report/Work Programme: The update report was noted.

2023/128 Committees/Working Group Meetings:

- a) **RESOLVED** to adopt the minutes and approve recommendations (if any) of the Leisure, Tourism and Open Spaces Committee meeting held on 7 November 2023;
- b) **RESOLVED** to receive the minutes of the Planning Committee meeting held on 14 November 2023.

2023/129 Draft Budget 2024-25 and Business Plan:

- i) As recommended by the Finance and General Purposes Committee at its meeting on 21 November 2023 it was **RESOLVED** that:
 - a) the precept for 2024-25 be set at £nil;
 - b) member allowances for 2024-25 be set at £nil;
 - c) the Draft Budget 2024-25 be approved, as set out in appendix 1 to the agenda papers;
 - d) 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 21 November 2023.

2023/130 Finance: Monthly Accounts and Payments November 2023:

- a) The monthly finance report was noted.

- b) It was **RESOLVED** to i) ratify payments made November (a) of £20,142.21, October gross wages, NIC ER's and LGPS ER's of £26,843.56 and direct debits of £2,201.09; and ii) ratify payments made November (b) of £51,730.72 and direct debits of £2,598.18
- c) Car park takings were noted.
- d) The insurance update was noted for information.
- e) The availability of bank reconciliations for inspection was noted.

2023/131 Correspondence:

- a) Correspondence for information was noted.
- b) i) Land Use Request: Churches Together Group – Bandstand: Consideration was given to a request for use of the bandstand for the annual Sunday Carol service on the quay. Members noted that use of the Council's PA would not be required and that they had been informed that in future years the request will need to be directed to the Padstow Harbour Commissioners.

RESOLVED to approve the request from the Churches Together Group to use the bandstand on Sunday 3 December 2023 from 5.30pm to 6.40pm for the Advent Sunday carol service, subject to receiving the relevant PLI and risk assessments to satisfy the Council's H&S requirements and insurance.

ii) Land Use Request: Marie Curie, Padstow to Rock Swim South Quay and Parking: Members gave consideration to this request as detailed in the agenda report.

RESOLVED to give permission to Marie Curie on Friday 2 August 2024 for i) use of the land and slipway on South Quay, Padstow; ii) use of the Council's PA system; iii) 15 car parking permits for volunteers to use on the same basis as 2023; and iv) this be subject to receiving the relevant PLI and risk assessments to satisfy the Council's H&S requirements and insurance.

iii) Padstow Community Hub Request: Vaccination Team Enquiry: Members gave consideration to this request as detailed in the agenda report. The Town Clerk added at the meeting that they had yet to settle on a date, however, it could fall over the busy Christmas Festival period so she welcomed Council's consideration also to coning off some parking bays in order that the service could be accessed by people. The Town Clerk confirmed that she would ensure that all relevant paperwork was completed for the booking as well as the usual PLI and risk assessment.

RESOLVED i) to give permission for the Wadebridge Vaccination Team to use the Community Hub as a pop up COVID and Flu Vaccination space, should the space be suitable for them; ii) final arrangements for this permission be delegated to the Town Clerk; and iii) 5 parking permits be provided to them FOC for

their vehicles and people using the facility as well as coning off bays to the front of the Community Hub.

iv) Use of Council Logo: Request for use on Padstow Christmas Festival's Sponsor Page: Council was referred to the agenda report which clarified the support which the Council provided for the festival. There was much discussion on this matter. The Town Clerk also clarified at the meeting the Council's logo, was its crest.

RESOLVED to permit Padstow Christmas Festival use of the Town Council's logo/crest on their sponsor webpage and Town Council weblink.

2023/132 Town Council Vacancy (Padstow Ward): Members noted the deadline for requests from electors for an election was 10 November and that Cornwall Council had not received the necessary 10 requests from electors to trigger an election. Members gave consideration to advertising the vacancy by Co-Option and agreed that due to the lack of meeting in December that advertisement be delayed until January 2024.

RESOLVED that the Town Council vacancy (Padstow Ward) be filled by co-option and the vacancy be advertised in January 2024 for consideration at the February meeting of the Full Council.

2023/133 Planning: RESOLVED to make the following planning application responses to the Planning Authority (Cornwall Council):

Councillors P Curgenvan, Mrs T Walter and C WatsonSmyth left the meeting.

a) **PA23/06893 4-6 St Edmunds Lane, Padstow, PL28 8BZ:**
Erection of an extension to form two additional letting rooms and addition of solar panels on the roof

SUPPORTED subject to i) any considerations given from the Heritage Statement, Arboriculture Statement and Ecological Appraisal being taken into account; and ii) suitable vehicular access to St Edmunds House.

Councillors P Curgenvan, Mrs T Walter and C WatsonSmyth returned to the meeting.

b) **PA23/09329 5 Fentonluna Lane, Padstow, PL28 8BA:** Non-material amendment to decision PA19/07454 dated 13.11.2019 to reduce the depth of the approved three storey extension to the north elevation by 1.0m

SUPPORTED with the condition of i) obscured glazing to the side window which serves as a bathroom; ii) the Planning Officer receives which application is being built from the agent; iii) no overlooking issues; iv) Planning

Officer makes known which application is being used stating the amendments to ground floor doors and windows and to roof lights that the planning officer states they are happy to class as non-material in nature; and v) the Conservation Officer is happy.

2023/134 Padstow Cemetery: Members gave consideration to the agenda report and to agreeing the draft cemetery documents prepared for consultation purposes based on the work of the Leisure, Tourism and Open Spaces Committee.

RESOLVED i) to agree the Draft Padstow Cemetery Regulations 2024 for consultation purposes, subject to the inclusion of the appended map referred to in paragraph 3.1; and ii) to agree that the Procedure For Managing Regulation Infringements be accepted as a Draft version, pending consultation on the Draft Padstow Cemetery Regulations 2024.

2023/135 Treceus Shared Ownership Housing Scheme: There was discussion of this item and members expressed concern regarding the eligibility and affordability of the Shared Ownership scheme at the new Treceus development and support for formally seeking further clarity on the scheme.

RESOLVED that i) Councillors attending the site meeting raise the following queries in person a) Seek clarity of eligibility criteria, how long properties are advertised on this basis and what happens after such time if no one comes forward with a local connection; and b) as the price is based on current market value, has Cornwall Council had any considerations on what this means in real terms to communities such as Padstow who are dealing with high housing prices; and ii) the Town Clerk also raise these queries by letter to Councillor Oliver Monk (CC Portfolio Holder for Housing and Planning) and Local Member Councillor Stephen Rushworth.

2023/136 Reports from Members/Outside Organisations: The Chairman thanked those who had attend the Remembrance Sunday event and commented that it had gone smoothly.

Councillor Higman provided an update on his attendance at a recent Cornwall Council Planning Committee meeting at which application PA23/05074 was considered having been refused by the CC Planning Officer but supported by PTC Planning Committee. The panel decision had been to approve the application. Thanks were expressed to Councillor Higman for his attendance.

2023/137 Date of Next meeting: Tuesday 30 January 2024 at 7.30pm and, subject to the postponement of HRT and the rescheduled meeting date for LTOS from 9 January to 16 January, future meeting dates were noted.

- 2023/138** It was **RESOLVED** to exclude the press and public due to the confidential nature of the business about to be transacted.
- 2023/139** **Railway Car Park – Sand Operations:** See confidential minutes.
- 2023/140** **RESOLVED** that the confidential minutes of the Full Council meeting held on **Tuesday 31 October 2023** be signed as a true record.
- 2023/141** **Railway Car Park – Sand Operations: Councillors P Curgenvan and A Hoskin left the meeting for this item.** See confidential minutes.
- 2023/142** **Lease and Tenant Matters: Councillors P Curgenvan, Mrs T Walter and C WatsonSmyth left the meeting for this item.** See confidential minutes.
- 2023/143** **Use of Council Land: Railway Car Park:** See confidential minutes.

The Chairman closed the meeting by thanking all for their hard work in 2023.

Meeting closed at 8.34 pm