

PADSTOW TOWN COUNCIL

Minutes of the Leisure, Tourism and Open Spaces Committee meeting held on Tuesday 2 July 2024 in the Council Chamber, Council Offices, Station House, Padstow at 7.00 pm

Present: Councillors Mrs J Dawe (Chair), A N Rees (Vice-Chair), G Chapman, Mrs J Colwill, R Higman, A Hoskin and M Rickard

In Attendance: Mrs K Pemberton (Town Clerk) and Mrs S Daly (Assistant TC/Assistant RFO and Minute Taker)

- LTOS2024/6 **Apologies and Announcements:**** There were no apologies or announcements.
- LTOS2024/7 **Declarations of Interest:**** There were no declarations of interest.
- LTOS2024/8 **Public Participation:**** There was no public participation.
- LTOS2024/9 **RESOLVED** that the **minutes** of the meetings held on **i) Tuesday 12 March 2024;** and **ii) Tuesday 28 May 2024** be signed as a true record of the meeting.**
- LTOS2024/10 **Committee Works i) Update:**** The update was noted for information. In response to a member comment, it was clarified that the 2 new "dogs on leads" signs for Trevone Green were to be in addition to the 2 signs already situated on the posts.
- ii) Programme:** The programme was noted without change. The Town Clerk drew attention to the item relating to Service Level Agreements held with Cornwall Council for grass cutting/footpath maintenance. It was noted that some Councils felt unable to continue with these given the decrease in funding they were receiving for the work. A report relating to Padstow would be brought to a future meeting for consideration.
- LTOS2024/11 **Memorial Benches:**** The Chair referred members to the agenda report and the "spaces" left by memorial benches that have been removed. Committee considered these spaces following the criteria set out in the Memorial Bench Policy. Comment was made that Committee would like to see the accuracy of the bench locations on the map rechecked. In relation to "spaces" 64, 70 and 85, generally it was felt that although the location was a natural stopping point there are a considerable number of benches in their close proximity. Therefore, not replacing these benches would improve the ambience of the area.
- RESOLVED** not to re-use the "spaces" left by the removal of Memorial benches 64, 70 and 85 for the purpose of new memorial benches.
- Councillors Mrs J Colwill and A Rees voted against this decision and requested it be recorded.**

Being closer to the War Memorial, it was thought "space" 113 should be reused for a memorial bench and made available on a first come first served basis.

RESOLVED that should the original donor of bench 113 decide not to replace their memorial bench in September [being 12 months from removal date as per policy], the "space" be made available for reuse as a space for a memorial bench. FURTHER, that the opportunity not be advertised but made available on a first come first served basis should anyone enquire upon it becoming available.

In considering what to do with the empty "spaces" not to be reused, It was **RESOLVED** that Committees preference was to remove the concrete base left in "spaces" 64, 70 and 85 and for officers to bring options in this regard to a future meeting.

LTOS2024/12 **Churchyard Trees:** Members gave consideration to the way forward for this matter as outlined in the agenda report, and to updating the community on the same.

RESOLVED i) to submit an application for the Church tree management plan to both the Diocese and Cornwall Council; and ii) that before the applications are made, the community be advised of the intention and that this be done via the Council noticeboards, website and Facebook; as well as shared with the Parochial Church Council.

LTOS2024/13 **Community Hub:**

i) Update: The update was noted for information.

ii) Improvements: Committee gave consideration to the indicative plan for the Hub improvements and the specification work set out in 3.3 of the agenda report. In response to a member query the Town Clerk advised that the colour of the included Trepanel Acoustic Slats was likely cost related. It was noted that the expected cost of the project means that the works will need to be advertised on Contract Finder and as per Council's financial regulations, 3 quotes sought. Members were keen to see the opportunity also advertised locally.

RESOLVED i) to amend the specification of works to specify a) the Trepanel Acoustic Slats be white or light wood colour, and b) to move the door to office 1 further into the office 1 space, shown in red on page 18 of the agenda report, to reduce wasted corridor space inside the office; ii) subject to the amendments outlined in i), the Project Manager to move this forward with the Town Clerk and seek 3 quotations to be brought to a future meeting; iii) that works be after the main holiday season; and iv) the opportunity to quote also be advertised locally.

LTOS2024/14**Padstow Cemetery:**

- i) Memorial Stability Testing:** The update was noted as per the agenda report.
- ii) Minor Projects:** The update was noted as pr the agenda report.
- iii) Infringements:** Committee noted that the majority of larger cemetery infringement that existed prior to 1 April Regulations have been resolved and reaffirmed that the team continue with the policies and procedures for managing those still to be resolved. Clarification of compliance with the regulations of some specific memorial items relating to material and pet ashes was sought.

RESOLVED to i) affirm support for the removal of non-permitted items as outlined in 1.3 and 2.3 of the agenda report; ii) confirm that the 2024 Regulations should be applied as per 3.2 of the agenda report; and iii) confirm that the flower ornament in 3.3 is a permitted item subject to it being the correct height and moved into the Designated Memorial Area.

RESOLVED TO RECOMMEND TO FULL COUNCIL that paragraph 12.8 of the Padstow Cemetery Regulations be amended to "The interment of *and/or the placement of* animal remains including ashes is not permitted".

Councillor G Chapman voted against this decision and requested it be recorded.

LTOS2024/15

Trevone Green: The Chair referred members to the agenda report that outlined some improvements suggested by the Council Facilities Officer following a recent site risk assessment in Trevone. In response to a member query, the Town Clerk confirmed the suggestion in respect of the bench was for it to remain in the same area but be moved further back from the cliff edge. She clarified that this was to protect users of the bench rather than the bench itself.

There was much discussion about the openings in the hedgerow leading to the cliff edge (2.2 and 2.3 of the report) and additional signage. Comments included:

- Concern that temporary fencing (to allow hedgerow to fill gaps) would be ripped down and/or ignored as was a well-known beauty spot;
- Concern a proliferation of signage would be detrimental to area;
- Noted the proposed actions were the recommendation of Council's Facilities Officer whose role it was to assess such risks and that any decision not to accept the advice should be clear as to the rationale.

Generally, members felt it would be beneficial to hold a site meeting to better understand the risk and suggested actions as not all members had the same familiarity with the area.

RESOLVED to defer a decision on Trevone Green improvements until after a site meeting, which be arranged as soon as possible, to allow Committee members to better gauge the size and scale of the areas highlighted in the agenda report and to make a more informed decision on this matter at an extra-ordinary meeting to be held as soon as practicable.

LTOS2024/16 **Old Railings Section – Railway Car Park:** Committee gave consideration to displaying part of the old railway car park railings having been saved by the contractor as requested. There was some discussion as to whether a part of these should be mounted on Station House as a note to their history. However, although old, it was not certain that the railings are from the original railway station.

RESOLVED to ask the contractor, MGC to dispose of the section of railings saved following the replacement of the same earlier in the year.

LTOS2024/17 **Allotment Protocol:** Following a situation where the offer of an allotment was accepted but the lease agreement not signed, it was **RESOLVED** to i) endorse the actions of the Town Clerk in following the timeframe for offering an allotment in order to move forward the matter of an unreturned lease agreement; and ii) to amend the Allotment Protocol as per the tracked changes in the agenda papers to include a deadline for the return of a lease agreement.

LTOS2024/18 **Date of next meeting:** Tuesday 3 September 2024 at 7.00 pm was noted.

Meeting closed 8.11 pm