

PADSTOW TOWN COUNCIL

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18 March 2026

TO: MEMBERS OF THE COMMUNITY AND FACILITIES COMMITTEE

Councillors Mrs J Dawe (Chair), A N Rees (Vice Chair), G Chapman, Mrs J Colwill, D Eddy, A Hoskin and M Rickard

Dear Member

All Members of the Committee are hereby summoned to attend a meeting of the **COMMUNITY AND FACILITIES COMMITTEE** at the **Council Chamber, Council Offices, Station House, Padstow** on **Tuesday 24 March 2026 at 7.00 pm** for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Yours faithfully

K E Pemberton

Kathy Pemberton
Town Clerk

Agenda

Press & Public are invited to attend

1. To receive **apologies for absence and announcements (if any)**
2. To receive **declarations of interest** relating to items on the agenda in accordance with Padstow Town Council's code of conduct.
3. **Public Participation:** To receive submissions from members of the public relating to items on the agenda, in accordance with the Council's code of conduct & standing orders.
4. **To agree the minutes** of the meeting held on 3 February 2026. p1-6
5. **Committee Works i) Update:** for information only; **ii) Programme:** To note and update/amend, as necessary; **and iii) Contingency/Project Budget Update:** for information only. p7-9
6. **Memorial Bench Policy - "Space" Consideration:** To give consideration to this matter and discuss and decide on way forward. p10-11
7. **CCTV Consultation and Review:** To be updated in this matter and discuss and decide on way forward. To follow

8. **Community Events 2026/2027:** To give consideration to this matter and discuss and decide on way forward. p12-18
9. **Cornwall Council – Parking Enforcement 2026/27 Service Level Agreement:** To give consideration to SLA for 2026/27. To follow.
10. **Community Hub Improvements, Proposed Toilet Facilities Lawns Car Park and Railway Toilet Improvements:** To give consideration to this matter and discuss and decide on the way forward. p19-21
11. **Vehicle Update and Replacement:** To be updated in this matter and discuss and decide on way forward. p22
12. **North Quay Toilets – Vandalism:** To be updated in this matter and discuss and decide on way forward. p23
13. **Churchyard Gates Refurbishment:** To give consideration to this matter and discuss and decide on way forward. p24-26
14. **MUGA Basketball Hoop:** To give consideration to this matter and discuss and decide on way forward. p27-28
15. **Metal Reclamation:** To give consideration to this matter and discuss and decide on way forward. p29
16. **Outside Works and Maintenance:** To receive progress report on outside works for information. -verbal
17. **Community Hub Progress:** To receive progress report on Hub use for information. p 30-31.
18. **Date of Next Meeting:** To be confirmed.

PADSTOW TOWN COUNCIL

Minutes of the Community and Facilities Committee meeting held on Tuesday 3 February 2026 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 and M Rickard

In Attendance: Mrs S Daly (Assistant Town Clerk/RFO) and Mrs T Trestain (Council Facilities Officer and minute taker)

- CAF2025/59 Apologies and Announcements:** i) Apologies were received from Councillor A Hoskin; and ii) There were no announcements.
- CAF2025/60 Declarations of Interest:** There were no declarations of interest.
- CAF2025/61 Public Participation:** There was no public participation.
- CAF2025/62 RESOLVED** that the **minutes** of the meeting held on **Tuesday 16 December 2025** be signed as a true record of the meeting, being the minutes of the previous meeting [not 4 November 2025] and having been tabled and read.
- CAF2025/63 Committee Works: i) Update:** The update was noted as per the agenda report. **ii) Programme:** The programme was noted without change; and **iii) Contingency/Project Budget Update:** The update regarding Committee's spend to date and remaining budget was noted for information.
- CAF2025/64 Memorial Management- St Petroc's Churchyard:** The Chair referred members to the agenda report and draft policy which set out a suggested approach to the proactive management of memorials in the churchyard. It was hoped it would be possible to get a faculty agreement to undertake specific actions under certain circumstances without the need to obtain a faculty for each individual memorial.
- RESOLVED** to agree the draft Churchyard Memorial Management Policy St Petroc's Church Padstow, as appended to the agenda report subject to including noticeboard advertisement to paragraph 6.1, for the purpose of consultation with i) the Parochial Church Council; and ii) the Diocese Registry, noting that feedback from both will be brought to a future meeting.
- CAF2025/65 North Quay Parade – Conditions Survey:** Members gave consideration to the agenda report and the two appended condition surveys for the North Quay area. It was noted that the Council's Business Plan for 2027/28 includes improvements to this area. Further that the Surveyor's report suggests some potential issues are addressed in not more than 24 months from the date of the report. Comments during the discussion included:
- Concern that future planning for the area cannot progress until Cornwall Council provides clarity over the extent of their

ownership in this area. This having already been requested several times.

- Whether information relating to who undertook previous improvements/adaptations to the area could assist with understanding ownership. However, it was thought any information would no longer be available given the length of time.
- In relation to works around the shelters falling under PTC's remit it was suggested no action be taken at present. There was concern that the removal of vegetation could destabilise the area further, Committee was also mindful of balancing workloads and acknowledged that improvement works would be forthcoming. In response to a member query, it was confirmed that the arrangement for Cornwall Council to use the area behind the Claude Berry shelter was informal and could be repurposed with any improvement works.

RESOLVED

- To contact Cornwall Council with the following:
 - Notice that PTC intends to make improvements to its shelters at North Quay.
 - Notice that these works may involve taking back the area behind the Claude Berry shelter currently used informally by CC as a bin store.
 - Copies of the condition surveys commissioned by PTC for the North Quay area, referring CC to the items needing their specific attention as per the agenda report.
 - A request for definitive confirmation as to the extent of CC's ownership in this area.
- To copy the local Cornwall Councillor into correspondence and seek his support particularly in relation to i) d) above; and
- Not to remove any vegetation raised by the survey at this time, due to concerns this could cause more damage to structures.

CAF2025/66

Trevone Green: Committee noted the report outlining damage caused to the hedge line and subsequent additional signage installed. Members were supportive of an additional panel being installed and noted that pruning of the tamarisk and additional planting had been scheduled.

RESOLVED to approve the additional measures relating to the Trevone Green hedge as detailed in paragraphs 1.3 and 1.4 of the agenda report.

CAF2025/67

Cornwall Council

- Grass Cutting – Local Maintenance Partnership and Service Level Agreements (SLAs):** The Council Facilities Officer referred members to the agenda report. Committee was pleased to note the office had not received any complaints or comments regarding footpaths in the parish last year following its decision not to enter a

Local Maintenance Partnership to undertake cutting of the same. Furthermore, that the decision had had a positive impact on the Maintenance Team's workload. It was thought Cormac or another contractor may have undertaken the work. It was noted that an offer had come forward for 2026/27, however an initial review of the details showed it to be similar to previous years and as such it was felt it should again be declined.

There was support for continuing with the grass cutting SLAs as per last year. In response to a member query, the Council Facilities Officer advised that the privet hedge along Link Road Car Park is not within the SLA and therefore not cut by the Maintenance Team but instead reported to Cornwall Council when it becomes an issue for grass cutting.

RESOLVED i) to undertake the 3 [grass cutting] Service Level Agreements (SLAs) in the agenda report, subject to receiving SLAs for 2026/27 with full plans, details on costings, frequency and scope; ii) not to undertake the Local Maintenance Partnership for 2026/27; iii) to delegate progressing the 3 SLAs to the Town Clerk in consultation with the Committee Chair and Vice Chair; and iv) if the agreements are still not forthcoming, to avoid any negative impact on our parish and residents, to continue to undertake the works in respect of these 3 SLAs and raise concern with the local Cornwall Councillor over the ongoing delays in receiving finalised SLAs and Plans

b) Parking Enforcement 2026/27: A report on this item providing an overview of the legal position for off-street parking enforcement and the known details of the 2026/27 SLA was tabled and read. There was much discussion with members being disappointed that Cornwall Council had not provided the full SLA with costings.

Discussion included:

- One member expressed concern for the accuracy of the legal position for enforcement.
- It was generally felt that further support and an update on this issue should be sought from the Local MP.
- The benefit of a CC SLA for enforcement was debated. The Assistant Town Clerk/Assistant RFO reaffirmed that the recommendation of the Town Clerk, Responsible Financial Officer and herself was to enter an SLA for parking enforcement.
- It was noted as per the agenda report that ample budget is available to cover the schedule of visits and accommodate price rises, however members were of the opinion the SLA should not be signed until CC confirm the 2026/27 costs.

RESOLVED to i) defer a decision to enter an SLA for enforcement until costings for 2026/27 are available, taking any updates to Full Council to avoid delay; and ii) contact the local MP to ascertain progress on the issue of devolving parking

enforcement.

CAF2025/68

Community Events 2026/27: Consideration was given to 2026/27 community events to enable officers to commence planning.

LJD Coaching Limited – Holiday Programme: Committee felt the 2025 programme was very successful and agreed building it up slowly was the best way forward. It was thought it would be interesting to hold a session during May half term and compare the difference in interest when outside of the Time 2 Move Programme.

It was agreed to continue with one day a week, but to extend this to 9 weeks being 2 during Easter, 1 during May half term and 6 during Summer. It was noted that sufficient budget is available.

RESOLVED To work in partnership with LJD Coaching Ltd to provide a holiday programme for 2026 on the same basis as 2025 subject to i) including 2 weeks during the Easter holidays and 1 week during May half term; and ii) the day of the week being determined by LJD Coaching but excluding Thursdays.

Community Fun Day: Members were supportive of holding another Community Fun Day. There was discussion as to the best weekend in September to avoid conflict with land use requests and other activities in and around the local area.

It was agreed the event should generally follow last year's format except for the photography competition. Instead, it was suggested an alternative creative competition be run. Suggestions included child-oriented crafts such as dioramas with the theme "Summer Holidays". It was agreed that Event Councillors would again be required to work the additional stalls and games. It was felt the opportunity should be offered to all Councillors and not limited to Committee, more volunteers would allow shifts to be scheduled.

RESOLVED i) that the Community Fun Day be held on Saturday 19 September 2026 with similar events/format to 2025; ii) to refer the request for volunteers to take on the role of event councillor to the next meeting of Full Council so as to draw from the full pool of Councillors; and iii) investigate a creative competition element to the Fun Day in place of a photography competition.

Photography Competition: A competition at an alternative time of year was discussed. The Chair advised that last year the Council's Christmas Card was an image taken by the Council Facilities Officer and it was thought a competition to find a photograph for 2026 was a good idea. A member commented that many people may have some nice images of the 2025 Padstow Christmas Lights.

RESOLVED to investigate holding a photography competition with the winning image being used for the 2026 Council Christmas Card.

Remembrance Day Parade: The report update was noted as per the agenda report.

Church Christmas Tree Exhibition: Members discussed the 2025 exhibit and agreed the bauble decorations had been a good way of highlighting the Council's work on behalf of the community and to update these for 2026.

RESOLVED to take part in the Church Christmas Tree Exhibition, if held in 2026, and to decorate it similarly to 2025 but updated with the current years projects/spend.

Other events ideas: Members discussed ideas of other community events including holding something in Wheal Jubilee Parc again, possibly another film event. There was also support for holding an October 'make & take' in the Hub with Marvelous Eventures. There was some discussion as to theme but overall, it was thought best to consult Marvelous Eventures.

RESOLVED to investigate the following possible events to be brought back to a future meeting for further consideration i) a film event at Wheal Jubilee Parc in June; ii) a children's make & take session at the Hub with Marvelous Eventures during October Half Term; and iii) to continue to investigate a cost of living event but this be for Jan/Feb 2027.

CAF2025/69

Policy Reviews:

Committee Policies: Members were referred to the agenda report and the review of Committee's policies and directed to section iv) Considerations of the agenda papers. Generally, the polices were all working well with no legislative changes to note or significant changes internally or externally to reflect. Amendments mostly reflected points of clarity.

RESOLVED i) to agree the suggested policy review dates as detailed in 1.3 of the agenda report, noting that where changes to legislation arise, or where internal or external changes necessitate adaptations, polices will be brought to Committee sooner; ii) **TO RECOMMEND TO FULL COUNCIL** the draft version 2 of the Memorial Bench Policy be agreed as per the tracked changes as appended to the agenda report, iii) To note the findings of the Annual Parking Permit Policy review and agree that no changes be made save for adding a review date of February 2028; and iv) **TO RECOMMEND TO FULL COUNCIL** that the Free Town Council Parking Policy be agreed as per appendix 3 of the agenda report;

CCTV System: Members initial thoughts to the CCTV policy and system review were that CCTV has reduced the amount of vandalism and anti-social behaviour in the Lawns Area, however, they agreed consultation with stakeholders and the wider community was now required. The

Assistant Town Clerk/RFO advised that Council's online consultations are usually undertaken using SurveyMonkey but that following changes to SurveyMonkey's subscription plans, it was recommended that the Council upgrades to a purchased plan at a cost of £75. Not upgrading would necessitate detrimental adaptations to the draft questionnaire.

RESOLVED i) to undertake a public and stakeholder consultation as outlined in 3.2 of the agenda report as part of a CCTV system review and that this be based on the appended draft questionnaire; ii) to agree a one month SurveyMonkey subscription at a cost of £75.00 for the purpose of the questionnaire; and iii) to postpone a review of the CCTV Policy and Procedures until after the CCTV system review.

CAF2025/70

Outside Works and Maintenance: The Council Facilities Officer provided a verbal update at this time. She outlined various works which have been undertaken including repairs following Storm Gorette, the completion of the new allotment areas, the 9 weekly cemetery review, and deep cleans of the public toilets and shelters.

The Council Facilities Officer further updated that twice weekly meetings were being undertaken with the outside team, the Town Clerk and the Council Facilities Officer, with work being more task focused and this seemed to be working well. Committee was pleased to note that overall moral was good.

CAF2025/71

Street Lights Upgrade: The Chair referred members to the agenda report. In response to queries, the Council Facilities Officer advised she would investigate the possibility of including the streetlight on the Camel Roadway and the light at Lawns near the blockhouse within the street light maintenance visits.

RESOLVED to i) upgrade the 9 non-serviceable streetlights to LED fittings at the cost of £5888.00 + VAT; ii) undertake 1 year of Planned Preventative Maintenance visits (2 visits) at a total cost of £700 plus VAT to be taken from the HRT equipment service and repairs; and iii) **TO RECOMMEND TO COUNCIL** that the cost of i) above be taken from the HRT Contingency budget.

Meeting closed 8.20pm

COMMUNITY AND FACILITIES COMMITTEE

24 March 2026

Agenda Item 5.

i) COMMITTEE WORKS UPDATE: FOR INFORMATION ONLY

- Stile Field - Wall slip near War Memorial: Slip has been cordoned off and Prideaux-Brune Estate notified (who own wall), Council Facilities Officer has chased.
 - Fencing: Order placed for materials, local store awaiting stock.
- Shelter Windmill - Committee decision to be taken forward during the better weather, liaising with CC on preferred date. CC to look at finding more suitable bus stop location.
- Memorials – C1s Cemetery/Large Churchyard memorial – works complete.
- Annual Tree Inspection – Contractor has undertaken works in Cemetery and started Plantation works. Still scheduling further works in Plantation, Churchyard, Wheel Jubilee Parc and North Quay.
- Re-lining works Railway - Order placed with contractor, waiting H&S paperwork and hopes to be with us before Easter.
- Spritty Meadow Drainage and Cemetery Extension: Town Clerk has approached land agent, no response to-date. She has chased.
- North Quay Parade – Town Clerk to progress with Committee decision from its last meeting to contact CC.
- Trevone Green – 2nd Drone cliff inspection has taken place, report awaited. Tamarisk plants have been ordered.
- Felt Roof inspections – We have had reports back regarding felt roof inspections on garages, blockhouse, North Quay toilets and Claude Berry Shelter. North Quay toilets report mentioned concern of asbestos in skylight internal structure and therefore after liaising with Council Surveyor an asbestos sampling test has been undertaken, awaiting results. Officers are waiting on costings for recommendations from reports, which will be brought back to future meeting.
- Grass cutting SLA's – 2 out of 3 have been received and as per Committee decision progression of these are delegated to Town Clerk in consultation with Committee Chair and Vice Chair.
- Bench number ID's – Council has many memorial benches, alongside other non-memorial benches. To help keep a clear record each bench has a corresponding number, to help identification onsite small number disks are being installed on all benches. Currently benches at Harlyn and Trevone have been undertaken. Council Foreperson to complete.
- Streetlights – Order has been placed to upgrade the Councils streetlights to LED and agreed the maintenance contract as per committee decision. Waiting confirmation on upgrade date.

ii) WORK PROGRAMME: TO NOTE, UPDATE/AMEND AS NECESSARY

DRAFT AGENDA ITEM TITLE	ITEM DETAIL (if needed)	PROGRESS UPDATE (if any)
FUTURE MEETING ITEMS		
CC Parks and Open Spaces – Pellew Close and Lodenek Avenue	To request CC representative to speak with Committee on this issue.	Committee agreed at its meeting 2.9.25 this remain on the programme for a later date.
Cemetery Extension	This project has been flagged in the Council's Business Plan to progress in 2027/28. Initial approaches made to adjoining landowner to discussion potential to expand cemetery.	
Stile Field top path improvements	This project has been flagged in the Council's Business Plan to progress in 2027/28.	
Lawn garages and Scout Hut Improvement Project	This project has been flagged in the Council's Business Plan to progress in 2028/29.	
Letters to Loved Ones/Heaven	Other Councils have been installing these boxes at their cemeteries. Has been mentioned as a possible item to consider/discuss.	
Policy Reviews	To undertake review of relevant policies which are up for review.	To flag for Feb 2027.
CC SLAs 2026/27 – i) Grass Cutting and Maintenance and ii) Parking Enforcement	To consider SLAs for 2027/28.	To flag for Feb 2027.
Outside works and maintenance progress report	Regular update item. Overview of works undertaken and future works.	

iii) COMMITTEE CONTINGENCY/PROJECTS BUDGET UPDATE: FOR INFORMATION ONLY

*LTOS Contingency/Projects budget £75,000 *budget heading agreed prior to committee restructure

DETAIL	SUPPLIER	£ EX VAT	PROGRESS
• MUGA height extension and soundproofing	Lee Brothers Fencing	10,438.00	Complete
• Trevone Bay area - Steps/handrail/ widen path/new steps plus extension	Vanstones	17,285.00	Complete
• Technical Slope Assessment - Trevone Green / Stile Field	Red Rock Geo	4,600.00	Complete
• Trevone Bay area - additional works - handrail	Vanstones	2,740.00	Complete
• Trevone Bay area – add works - rebuild stonewall	Vanstones	540.00	Complete
• Remove bamboo from plantation	Glendale	1,562.69	Complete
• Railway toilet replacement works	Commercial washrooms / KWC DVS LTD / Ian Dawe Electrical /C.Plumbing	4,702.62	Complete
• Condition survey North Quay Parade/White Shelter	Nova Surveyors	525.00	Complete
• Trevone Bay Area Works – additional safety fence	Vanstones	580.00	Complete

Total spend/commitment to date 42,973.31

Balance of budget available 32,026.69

PADSTOW TOWN COUNCIL

COMMUNITY AND FACILITIES COMMITTEE: 24 MARCH 2026

AGENDA ITEM 6: MEMORIAL BENCH "SPACE" CONSIDERATION

1. Overview

- 1.1 Two Memorial Benches were removed from Stile field in April last year in accordance with Council's Memorial Bench Policy. By middle of April 2026 the 'spaces' will have been empty for 12 months and Committee is asked to give consideration to the future of the space now, so that officers can ensure appropriate action is undertaken in mid-April.

2. Further details

- 2.1 When the 2 benches were removed in April 2025 the Council did not have the original donors contact details on file and no-one has been in touch since.
- 2.2 Appendix 1 provides a map to identify the location of the "spaces", No 82 being along the path from St Saviour Lane to the War Memorial and No 124 being in front of the War memorial on the grass section.
- 2.3 When considering the "space" left by benches, committee is required to work through a list of criteria as identified in the memorial bench policy (para. 2.3). Appendix 2 provides the criteria sheet for Committee to consider and Officers have completed some section to help with discussions.
- 2.4 Previously Committee have returned three "spaces" in Stile field back to open areas and removed the concrete bases (memorial bench no's 64, 70 & 85). A fourth "space" close to the war memorial (bench No 113) was made available for a new memorial bench on a 1st come 1st served basis, a new donor has since come forward and a new bench installed.
- 2.5 The last "space" Committee was asked to considered was at Victoria Monument and on this occasion they opted that a new memorial bench be offered on a 1st come 1st served basis and that a condition would be that it was dedicated to a resident/former resident, this "space" as since been taken.
- 2.6 As per the policy the Council does not allow a waiting list for donors.

3. Decision

- 3.1 Committee is asked to go through the consideration table detailed in Appendix 1 should the "spaces" reach their full 12 months and decide i) whether the "spaces" at Stile field should be removed (including the concrete base) or offered on 1st come 1st serve basis ii) that if offering the "space" again a condition be included that it must be dedicated to resident/former residents.

PADSTOW TOWN COUNCIL

COMMUNITY AND FACILITIES COMMITTEE: 24 MARCH 2026

AGENDA ITEM 8: COMMUNITY EVENTS 2026-27

Section A) Events already Agreed with Committee

1. LJD Coaching Limited – Holiday programmes – Update.

- 1.1 **Last meeting: RESOLVED** To work in partnership with LJD Coaching Ltd to provide a holiday programme for 2026 on the same basis as 2025 subject to i) including 2 weeks during the Easter holidays and 1 week during May half term; and ii) the day of the week being determined by LJD Coaching but excluding Thursdays.
- 1.2 LJD Coaching Ltd are delighted to be working with us again, they applied for Easter to be part of the Time 2 Move programme, which has been approved.
- 1.3 The two dates for Easter are Friday's, the 10th and 17th April. Council Facilities Officer has scheduled for signage to change on the MUGA at the end of March. This signage advises when the MUGA is booked out and the Football Club's approved usage finishes at the end of March.
- 1.4 Posters for the Easter Programme have been provided and are being shared on the Council's website, social media and shared with Padstow School. LJD Coaching also share the information via their own distribution avenues.
- 1.5 Council Facilities Officer will continue to work with LJD Coaching Ltd and Fridays have been provisionally booked for the May half term and Summer holidays.

2. Community Fun Day – decision

- 2.1 **Last meeting RESOLVED** i) that the Community Fun Day be held on Saturday 19 September 2026 with similar events/format to 2025; ii) to refer the request for volunteers to take on the role of event councillor to the next meeting of Full Council so as to draw from the full pool of Councillors; and iii) investigate a creative competition element to the Fun Day in place of a photography competition.

2.2 To update:

Officers have contacted the following suppliers, which details their responses:

Company	Quotation	Brief detail
Foodbank	FOC	Would like to attend
Fire bridge	FOC	Will attend if no emergencies take priority. Will think about potential activity and liaise with us.
Police team	FOC	Hoping to attend with Community Engagement Van
Omega medical	£350.00 + Vat	1 medic 10.00am to 5.00pm. Price held for last few years.

LJD Coaching	£430 + Vat	This includes sports on MUGA and music workshops. Price has been held for last few years. Last year invoice was less as music workshop did not attend.
Under the canopy	£600 + Vat	Price held for last few years – activities to be investigated.
Chers Funky Faces	£500.00	Two artists for 4 hours. Increase from last year due to increase in insurance and supply costs
Frankies Skate School	£652.29	Covers 2 x coaches, skateboard/safety kit hire for 4 hours and mileage
Soughdoughlicious	declined	Has a booking already in on this date
Total	£2532.29	

- 2.3 Padstow Social Club have confirmed that they are happy to form part of wet weather arrangements and that the Community Day has been put in their diary.
- 2.4 Officers are still waiting to hear from Marvelous Eventures and it is hoped that they will be available, it is understood that prices will be dependent on activities selected. Last year cost was £1100.00
- 2.5 Event Councillors were discussed at Full Council with Councillors R Higman, Mrs J Dawe, C Newman, A Rees and K Freeman. Noting that Councillors Mrs J Colwill and G Chapman could possibly assist. Officers will continue planning and be in touch with Event Councillors nearer the time.
- 2.6 Creative Competition: Support Officer has been working on the idea of 'summer holidays in shoe box' competition, with entrants recreating what they did during the holidays, where they went, who they spent it with and what happened etc. Open to two age categories; 11 years and under, and 12-16 years. Entries to be bought to the Hub on the Community Fun Day and will be judged by a panel of event Councillors with winners announced towards closing time of the fun day. Proposed prize for each age group – a token trophy cup.
- 2.7 Advertising, currently Officers have updated the Council's event webpage with the date and further details to follow. The large banners will be updated, permission to place on the school fence sought and be installed in August.
- 2.8 Budget, appendix 1 provides suggested budgets for community events 2026-27 for Committee to consider.

Decision to help move forward

- 2.9 Would Committee like to set a maximum budget for the Community Fun Day as per the suggested amount in appendix 1 being £4500.00
- 2.10 Are Committee satisfied with quotations in 2.2 and that finer detail on activities be delegated to the Town Clerk consultation Committee Chair.
- 2.11 Are Committee happy to delegate further items such as 2.4, 2.6, 2.7 to the Town Clerk in consultation with the Committee Chair to avoid delays, as long as within the agreed budget and updates be brought back to meetings leading up to the event.

3. Other events Committee have already agreed

- 3.1 Photography competition with the winning image being used for the 2026 Council Christmas Card and the winner presented a set of blank Christmas cards with their photograph.

The competition will be an opportunity to celebrate what residents love about the parish in the winter, for example capturing the very best of the season from a local landmark in winter, winter scenes or local Christmas lights.

It is suggested that the competition is launched at the Community Fun Day on Saturday 19 September, together with posters and social media posts, with a deadline of 26 October which will give time for judging (by a panel of Councillors – tbc) and printing of the Council and winners cards ready for the festive season.

Officers have suggested a budget in appendix 1 of £350 to be set aside, so Officers can look into prizes, advertising etc.

Committee Consideration: Are Committee happy with these dates and for the Clerk and Committee Chair to have delegate responsibility, feeding back at a future committee meeting?

- 3.2 Remembrance Day Parade: Officers have submitted the rolling road closure paperwork to Cornwall Council and have also submitted application for Devon and Cornwall 4x4 support.

Officers will continue to work on this event. As per appendix 1 Officer suggested budget for the event is £600 to hopefully cover 4x4 assistance, overlays to update the signage, money for event phone etc.

- 3.3 Church Christmas Tree Exhibition: At the last meeting Committee agreed to decorate the tree similarly to 2025 but updated with the current years projects/spend. Officers have suggested a £100 budget is set aside, should new lights or decorations be required.

Section B) Investigate other events

4. Film event investigation

- 4.1 Committee asked Officers to investigate the idea of running another film event at Wheal Jubilee Parc, this report is providing more information for consideration.
- 4.2 Media Film Bank License, cost depends on capacity number and if event is ticketed. For non-ticketed, outdoor event with capacity up to 300 (which is what the Council worked from in 2024) it is approx. £224.00, some films have additional charges.
- 4.3 Notifying Cornwall Council. As advised in 2024 after discussing with another Town Council they advised Cornwall Council via the 'Event Notification Form'. There was investigation regarding a Temporary Event Notice however as this requires one person to be solely responsible this doesn't work for Councils. It was agreed in 2024 that the Council have the Media Film License, notify Cornwall Council and that its being held on Padstow Town Council land and that this would suffice.

The Event Notification Form requires date, timings, location, capacity and full details including Risk assessment and Public Liability insurance to be sent to them. They ask for minimum of 12 weeks' notice if using Cornwall Council land.

4.4 Date & timings - 2024 the event was held on Saturday 20 July, area opened to the public at 6pm with film starting at 7pm, film ran for 1hr 45mins. 8.45pm vendors stop selling any food. 9pm announcement that in half hour the event will finish and portaloos closed. Timing could be similar, dependant on length of film.

4.5 Film choice

Needs to be a film on the <https://www.filmbankmedia.com/> website. We need to be able to purchase 2 copies of the dvd to have available for the screen company to use on the night. Film rating and length of film also needs to be considered.

2024 option was 'The Greatest Showman' if Council want to go musical potential options could be:

- **'The Sound of Music'** "The Sound of Music" is the winner of five Academy Awards®, including Best Picture. In 1930's Austria, a young woman named Maria is failing miserably in her attempts to become a nun. When the Navy captain Georg Von Trapp writes to the convent asking for a governess that can handle his seven mischievous children, Maria is given the job. **Rating UK U/ length 2 hours and 54 minutes** – it could be thought this film is a bit long?
- **'Into The Woods'** - "Into the Woods" is a modern twist on the beloved Brothers Grimm fairy tales, intertwining the plots of a few choice stories and exploring the consequences of the characters' wishes and quests. This humorous and heartfelt musical follows the classic tales of Cinderella, Little Red Riding Hood, Jack and the Beanstalk, and Rapunzel - all tied together by an original story involving a baker and his wife, their wish to begin a family and their interaction with the witch who has put a curse on them. **Rating UK PG/ length 2 hours 5 minutes**
- **'Les Miserables – the staged concert'** - Cameron Mackintosh presents a spectacular sell-out staged concert version of 'Les Miserables' featuring an all-star cast. Audiences can now experience a live broadcast of the musical phenomenon which broke box office records. **Rating UK cinema 12A/ length 2 hours 25 mins** – What are Committees thoughts to 12A and how would we approach/monitor this.

4.5 Pending on date and their availability Andyloos have advised that 5 standard portaloos and 1 disabled portaloos would cost approx £515.00 + vat

4.6 Screen

2024 4m x 2m screen was hired, which is suitable up to 500 people and if event is working on 300 pax. this should be fine. If Committee interested in larger screen then Officers would need to speak to Skylight about accessibility onto the grass.

Information on cost from Skylight cinema website

<p>SMALL SCREEN - 4M</p> <p><i>OUR SMALLER 4M X 2M SCREEN IS IDEAL FOR SMALLER EVENTS AND INTIMATE INDOOR VENUES.</i></p> <p>FROM £895</p> <p>+VAT</p>	<p>MEDIUM SCREEN - 8M</p> <p><i>SUITABLE FOR AUDIENCES OF UP TO 1000</i></p> <p>FROM £1495</p> <p>+VAT</p>
<p>4m x 2.5m screen suitable for up to 500 people</p> <p>6,000 Lumens projector (and back-up projector)</p> <p>Powerful 3K PA System</p> <p>6Kva Silent Generator – we don't need power</p> <p>Event radios, jackets and torches for stewards</p> <p>Projectionist technician</p> <p>Set up and pack down on day of event</p> <p>Advice on film choice and event management</p> <p>Risk assessment templates & organisers' checklist</p>	<p>8m x 4m screen suitable for up to 1000 people</p> <p>10,000 Lumens projector (and back-up projector)</p> <p>Powerful 6K PA System or Bluetooth Speaker System</p> <p>6Kva Silent Generator – we don't need power</p> <p>Event radios, jackets and torches for stewards</p> <p>Projectionist technician</p> <p>Set up and pack down on day of event</p> <p>Advice on film choice and event management</p> <p>Risk assessment templates & organisers' checklist</p>

Officers have not been in touch with supplier as they will need to know dates, to be able to provide a quotation.

4.7 Budget

Film license £250
DVDs x 2 £50
Screen (from) £895
Portaloos £515
Omega medical TBC approx £400
Advertising and any other materials TBC

Officers suggestion budget would be £3200 as per appendix 1

4.8 Event staff

2024 there was no parking at the event, but there was a drop off point in the car park which was manned by suitable trained (Community Event Traffic management) operatives.

Also useful to have a few people help set up and pack away. Barriers were put in place to aid safety between drop off point and portaloos, middle aisle erected, rubbish collection afterwards and helping direct people with torches down Spritty meadow.

Decision to help move forward

4.9 Looking at information provided would Committee like to hold a film event at Wheal Jubilee Parc based on 300 people and notifying Cornwall Council via their 'Event Notify Form', as long as screen is available.

And if so, to move this forward Committee need to:

- i) Agree date of event;
- ii) Agree film for the event (3.4 refers);

- iii) Welcome Councillors availability to help at the event (4.8 refers) ;
- iv) Agree budget, as suggested of £3200;
- v) Officers will need to start moving on this as soon as possible to be able to do a risk assessment to notify Cornwall Council with full details, so to not cause delay are Committee happy to delegate further decision to Town Clerk in consultation with Committee Chair, as long as within agreed budget.

5. October Make and Take

- 5.1 Marvelous Eventures have been contacted on this, they are currently away and will come back to us with their thoughts.

Currently in appendix 1 officers have suggested a budget of £1200.00 be set aside if Committee are interested in pursuing this avenue, further details can come back to a further meeting.

6. Cost of Living Event

- 6.1 As Committee are aware this was an event Officers were investigating with the suggestion this be for Jan/Feb 2027.
- 6.2 To update: The DWP (Department for Work and Pensions) have a current series of bookings at the Hub for drop-in sessions with their advisors from February to May 2026.

The DWP have advised that they wish to hold a Wellbeing Event during their May booking and have contacted a number of external organisations similar to those considered by the Council Support Officer when proposing a Padstow Town Council Cost of Living Event. They have received expressions of interest from a number of external organisations who wish to attend and are currently exploring arrangements moving forward. If the event is successful, the DWP would propose holding a second Wellbeing event in Autumn 2026.

Decision to help move forward

- 6.3 As the DWP are looking to hold a Wellbeing Event in May and potentially Autumn, do Committee wish the Council Support Officer to stop investigation on the Cost-of-Living or continue to investigate a similar Council-run event, as well as noting that potential spends on other events may leave minimal budget.

Budget

Committee set a £15,000.00 budget

Events Committee have already agreed to proceed with		
Event	Detail	Suggested Budget
Holiday Programmes	9 weeks being offered at £17 per head Padstow discount, max 33 places per session (will be less with T2M voucher and full paying clients)	£5049.00 (for budget consideration – final amount should be less)
Community Fun Day	Would committee like to set maximum budget. Current contacted supplier cost £2,532.29. Still need to sort: Marvelous Eventures, Cllr run entertainment, Prizes for Shoes box comp, plus advertising and materials.	£4500.00
Photography Competition	Details still be investigated but would recommend £350	£350.00
Remembrance Day Parade	Details still be investigated but would recommend £600	£600.00
Church Christmas Tree Exhibition	Details still be investigated but would recommend £100 initially	£100.00
	Total	£10,599

Events Committee have asked to investigate further		
Film event	Committee to set maximum budget Current costs suggest £2110.00 but some of these are just website quotes and once we have set date proper quotation can be sought	£3200.00
October half term make & take	Would suggest setting budget of £1200.00	£1200.00
	Total including all events above for 2026/2027	£14999.00
Cost of living events		

PADSTOW TOWN COUNCIL

COMMUNITY AND FACILITIES COMMITTEE: 24 MARCH 2026

AGENDA ITEM 10: COMMUNITY HUB IMPROVEMENTS, PROPOSED TOILET FACILITIES LAWNS CAR PARK AND RAILWAY TOILET IMPROVEMENTS

1. Background

1.1 Committee will recall that at its budget meeting on 4 November 2026 it recommended to the Finance and General Purposes Committee the following projects to be undertaken in 2026/27 and included in the budget:

- a) Community Hub Roof/ Guttering and Public Toilets (family/disabled): £150,000; and
- b) Public Toilet Improvements: £50,000.

1.2 The Finance and General Purposes recommended the same for inclusion within the budget and Business Plan.

1.3 It should be noted that during the budget discussions by this Committee it *"noted that the actual budget available for projects will be reviewed by Council in January/February once costs for the Dock Wall are known, following which Committee may need to review projects it is able to take forward."*

1.4 Council only agreed contractor appointment for the Dock Wall earlier this month due to delays with the tender process. With the actual costs now known for the Dock Wall project the RFO has confirmed available budget for the projects referred to in 1.1 above.

2. Budget

2.1 Within the Capital/Projects Budget the following has been confirmed as available being £150,000 for Padstow Community Hub improvements and £50,000 for Railway Toilet improvements.

3. Project Consideration and Draft Project Timeline

3.1 The Town Clerk has had an initial conversation with Council's Surveyor on potential timings, furthermore that it would be beneficial that these two projects are merged into one project. This would provide a saving on professional fees and would pull greater interest from contractors who may wish to tender for these works.

3.2 Committee's views on merging these projects are welcomed, alongside scope of these works to provide to Council's Surveyor.

3.3 Below details Committee's initial thoughts for these projects which were included within their budget report:

Project: Public Toilets Improvements
To improve and enhance: i) Railway toilets metal trough in the men's toilets, improve cubicles and cover blockwork with wipeable/washable services; ii) Cory toilets investigate and improve access to the boiler and toilet cisterns, and update family room tap from battery to electrical.

Project: Community Hub/Public Toilets – Lawns
<u>New roof and guttering:</u> This was mentioned by Council’s surveyor who advised that the roof required replacement and at the same time it would be beneficial to replace the guttering with a larger alternative and the wooden fascias with plastic.
<u>Public Toilets:</u> This could be part of one project with the Hub, but mention has been made of potential toilets (family/disabled) in the Lawn Car Park being available during peak holiday times.

3.4 The Town Clerk has taken these thoughts forward and spoken with the Maintenance Team on their views, particularly improvements to the Railway toilets.

3.5 The following outlines views from the Maintenance Team for Committee to consider:

RAILWAY TOILET BLOCK IMPROVEMENTS	
Family Room and Disabled Toilet	Replace flooring with tiled.
Gents	i) Replace separate urinals with one stainless steel trough. ii) Toilet stalls replace partition boards with blockwork.
All toilets	Repaint all ceilings with anti-mould paint.
All toilets	Improve ventilation – issues with mould and smell.
All toilets	Cover up all bare block work with washable low-maintenance washable panels. NB: Surveyor recommends "wall tiling, as for North Quay toilets as that is more robust than wall panels, we could take the wall tiles up to the height of the toilet walls."

The Council’s Facilities Officer also welcomed improvements to the Cory toilets which have been ongoing issues, which were included within the Committee’ budget report (3.3 refers).

CORY TOILET IMPROVEMENTS
Improve access to boiler and toilet cisterns
Update family room tap from battery to electrical.

3.6 Community Hub improvements as per Committee’s request including public toilet provision, the Town Clerk discussed further with Council’s Surveyor.

3.7 Committee to note over page further thoughts in this regard following this discussion:

Community Hub Improvements and Public Toilets – Lawns Car Park	
Community Hub	<u>New roof and guttering</u> : This was mentioned by Council’s surveyor who advised that the roof required replacement and at the same time it would be beneficial to replace the guttering with a larger alternative and the wooden fascias with plastic.
	<u>Wooden Fencing to side and gate</u> : Replace and extend fencing so back of the Hub isn’t accessible, put in gate either side of the back of the Hub only accessible by PTC staff or contractors?
Public Toilets on Lawns Car Park	<p>Council’s Surveyor considers this should be a separate block, not attached to the Hub. Suggested placement to RHS of the Hub, if attached to the Hub would impact the meeting spaces with no windows.</p> <p>Committee’s initial thoughts following views expressed at an Annual Town Meeting was (family/disabled) in the Lawn Car Park being available during peak holiday times. Main use being for users of the car park and play areas.</p> <p>Committee also need to be mindful of Council’s running costs and cleaning of these facilities.</p> <p>Idea suggested by Surveyor was separate toilets for disabled; family; urinal and one toilet (unisex); or possibly accessible toilets both unisex and family. All with sink/hand dryer and tiled flooring and walls.</p>

3.7 Council’s Surveyor outlined below draft timeline for Committee to consider should they wish works to take place end of 2026/early 2027:

Date	Task
March	Committee to consider scope of works for surveyor to pull together specification and plans.
May	Committee to consider draft plans and specification.
June	Specification to be finalised following Committee consideration.
July	Place tender on Contract Finder with date for expressions of interest.
August	Tenders to be sent out.
End Sept	Tenders returned for Surveyor to review and provide report to Committee to consider.
End Sept/Oct	Committee to give consideration to report and decide on the same.
End October	Contractor appointed.

4. Way Forward

4.1 Committee’s views are welcomed to the following:

- a) Does it wish to merge the two projects into one for reasons outlined in 3.1?
- b) Committee to agree scope of these works to enable Council’s Surveyor to pull together a specification and plans for consideration by Committee.
- c) Any views/comments to the draft timeline as detailed in 3.7?

PADSTOW TOWN COUNCIL

COMMUNITY AND FACILITIES COMMITTEE: 24 MARCH 2026

AGENDA ITEM 11: VEHICLE UPDATE AND REPLACEMENT

1. Update

- 1.1 In February the maintenance team reported the Councils Isuzu D-Max was leaking oil and therefore the vehicle was taken to the garage. The garage found that the oil levels were not correct and needed to change the oil and filter. During a road test of the vehicle, they did report that the truck doesn't seem to have much power and therefore it was booked back in for further investigation in March.
- 1.2 In March the garage reported that the loss of power was due to the DPF filter being blocked. They updated that a new DPF filter would cost £3,400 including VAT and associated costs. Or they could look to try and clean the filter, this option was agreed.
- 1.3 The Isuzu D-Max was purchased in 2015 which is the oldest of the Council vehicles. It is thought that this vehicle could do with being replaced.
- 1.4 Committee will recall that during the budget setting process an Earmarked Reserve of £25,000 has been included for 2026/27 for Vehicle and Machinery Replacement.
- 1.5 It's considered to start investigations for vehicle replacement and the Town Clerk will liaise with the Council Foreperson to progress and report back to a future meeting.

PADSTOW TOWN COUNCIL

COMMUNITY AND FACILITIES COMMITTEE: 24 MARCH 2026

AGENDA ITEM 12: NORTH QUAY TOILETS - VANDALISM

1. 04.03.26 vandalism

- 1.1 The maintenance team reported on 5 March that North Quay Family Room had been vandalised with sign holder and baby change table broken. There was also evidence of some drug paraphernalia left on site. The area was closed whilst new baby change table was ordered.
- 1.2 Officers shared this disappointing news with the public via their website and social media posts.
- 1.3 The incident was reported to the police and crime reference number provided 50260055988
- 1.4 A member of the public did contact the Council after reading the social media post with some further information she had seen on the same night, with her permission this was share with the Police.
- 1.5 New baby change table arrived, and maintenance team installed and re-opened the area to the public on 13.03.26.
- 1.6 Railway and North Quay toilets are open from 8am until 6pm. At Easter Cory toilets are opened and normally times are extended until 8pm.

2. 18.03.26

- 2.1 The maintenance team reported that there was more drug paraphernalia found in the family room toilet at North Quay.

3. Way forward

- 3.1 It is thought that North Quay family room is currently being mis-used and as such the maintenance team are closing this one area at the end of their shift, posters on the door say it is available from 8am until 3.30pm.
- 3.2 Are Committee satisfied we continue with the 3.30pm closure of this facility until Easter?
- 3.3 What are Committee thoughts about opening all facilities from 8am until 8pm from Easter, noting that any further incidents will require the Town Clerk to make operational decisions to alter the timings, only if necessary.

PADSTOW TOWN COUNCIL

COMMUNITY AND FACILITIES COMMITTEE: 24 MARCH 2026

AGENDA ITEM 13: CHURCHYARD GATES REFURBISHMENT:

1. Overview

- 1.1 This report is to provide the Committee with an update on the initial investigation on refurbishment of the South East entrance gates to St Petroc Churchyard. To also understand if they would like to proceed with this project and either set a maximum budget or ask for more precise quotations to come back to a future meeting.

2. Further information

- 2.1 The South East Entrance gates are listed:
<https://historicengland.org.uk/listing/the-list/list-entry/1289858?section=official-list-entry>
Historic Environment Planning Officer from Cornwall Council (CC) has confirmed that any refurbishment works to the gates wouldn't need to go through Cornwall Council for listed building consent as it forms part of the 2010 Ecclesiastical Exemption (Listed Buildings and Conservation Areas) (England) Order, and that consent would be required from the Church of England Faculty system.
- 2.2 Appendix 1 provides images of the gates as they currently stand, this provides evidence of the rust damage and also highlights some section where are broken, such as the swirl sections of the metal work.
- 2.3 CC Historic Environment Officer was unable to recommend suitable contractors. The Diocese of Truro secretary provided one contact being: www.garryjohnson.org.uk/ and Officers have also approached <https://www.mgcengineering.co.uk/>

3. Contractor's initial thoughts

- 3.1 Garry Johnsons initial thoughts from pictures provided in an email was that at first glance he can see that some works are required to the scroll panels. Ideally, these would require a complete rebuild while reusing any parts that are still in good condition. If wrought iron is required this can be considerably more expensive. The gates would need a blasting first to expose any good metal underneath the rust. Cost is challenging to provide without a site inspection however it could be around £7500. For a more precise estimate and to learn more a site inspection would be required.
- 3.2 MGC initial thought from an email and pictures are that they would need to remove the gates and blast them to understand the full extent of

damage. After shotblasting they would “touch up” areas with new steel work. Then it’s working out the if they can be galvanised or if couple costs of powder coating would be best, they would liaise with <https://www.daften.co.uk/> about this. Costing again would need further investigation but perhaps £3000-£4000 on initial thoughts.

4. Moving Forward

- 4.1 Would Committee like the Council Facilities Officer to arrange site meetings with each contractor to establish better costings and the processes they will take, which will help with applying to Faculty with the hope that steel could be used to ‘touch up’ areas?

- 4.2 Would Committee like to set a £7500 maximum budget and delegate further decisions on this project to the Town Clerk in consultation with the Committee Chair or would Committee rather the quotations come back to the next available meeting?

Appendix 1



PADSTOW TOWN COUNCIL

COMMUNITY AND FACILITIES COMMITTEE: 24 MARCH 2026

AGENDA ITEM 14: MUGA BASKETBALL HOOP CONSIDERATIONS

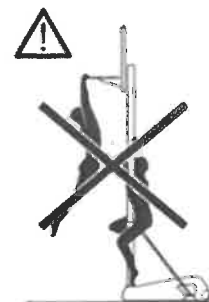
1. Overview

- 1.1 Committee are asked to consider if they would like to keep 2 or 4 basketballs hoops serviceable and available for use at the MUGA.

2. Further information

- 2.1 Appendix 1 provides a map of the line markings at the MUGA, which provides 2 basketball courts. However, to provide a range of activities to be available under normal circumstances (being open and available for everyone to use) we leave out 1 basketball court (2 hoops), 1 tennis net and 1 football pitch (2 goals).

- 2.2 In June 2025 2 basketball hoops were reported as broken. At that stage, they were removed from the MUGA and placed in Council storage off site. The message about not hanging or climbing on the structures (which is already available onsite) was shared on Councils website and social media avenues. We did purchase 2 more backboards at the cost of £515.50 (including delivery)



- 2.3 Since June 2025 we have left 2 basketball hoops on the MUGA and the other 2 in storage off site. Recently another back board has broken and to maintain all 4 basketball hoops to a serviceable level the team would suggest we order 1 backboard and some support parts, appendix 2 provides the detail from a quotation which shows cost being £301.98 +VAT.
- 2.4 Members of the public cannot move/install the basketball hoops, as they require additional anchoring, being chained the perimeter fence and ensuring the base is filled with water. Therefore, should anyone wish to use both basketball courts they would need to contact the Council in advance and so members of the public don't try and set this up we have kept the additional two units in storage off site.

3. Decision

Would Committee like to keep just 2 basketball hoops available at the MUGA and use the other bits as spare parts? Or would Committee like to order the supplies as detailed in appendix 2, with budget coming from C&F equipment and materials budget in case a request comes up for use of both courts with 4 hoops.

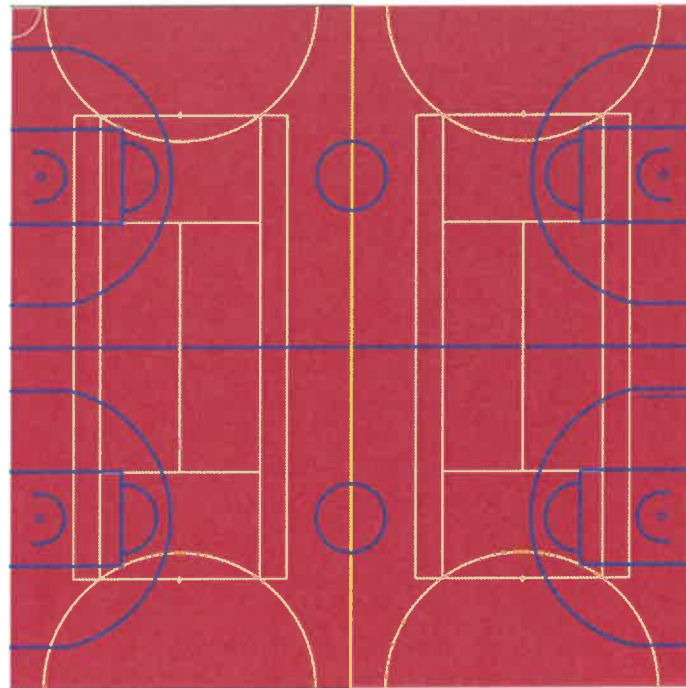
Appendix 1



Tennis

Using the
WHITE
markings

2 courts
marked



5 aside football

Using the
YELLOW
markings

2 pitches
marked



Basketball

Using the BLUE markings – 2 courts marked

Normal equipment left out:
2 football goals (for 1 pitch)
2 basketball hoops (for 1 court)
1 tennis net up (for 1 court)

This will help reduce the amount of equipment movement.

Appendix 2

9926.4 Backboard	Replacement backboard - Part 1 for the 63520	1.00	201.54	20%	201.54
9926 Basketball spare parts	Replacement Support Pole – Part Y for the 63520	2.00	28.68	20%	57.36
9926.7 Portable Base struts	Replacement Base parts (pair) – Part 10 for the 63520	2.00	21.54	20%	43.08
NOTE: LT	LEAD TIME CURRENTLY 1-2 WEEKS We do not accept responsibility for uncontrollable delays on production or delivery lead times expected for any order following unprecedented recent events & imposed Government regulations on supply and distribution chains.	1.00	0.00		0.00
Subtotal					301.98
TOTAL VAT 20%					60.40
TOTAL GBP					362.38

PADSTOW TOWN COUNCIL

COMMUNITY AND FACILITIES COMMITTEE: 24 MARCH 2026

AGENDA ITEM 15: Metal Reclamation

1. Overview

- 1.1 The maintenance team have highlighted that they have several metal items that they have collected over a few years which they no longer require. This report is provide Committee with an option to sell the items to reclamation yard.

2. Items

- 2.1 As per the Memorial Bench Policy (Paragraph 3.4), in July 2022 the Council ceased ongoing maintenance of wooden memorial benches. Since this date several wooden benches have been removed or replaced with the approved recycled material benches. The maintenance team have stored the bench ends. Currently they have 19 cast iron bench ends in storage, as pictured to the right.



Cast iron bench ends

- 2.2 Also, over time the maintenance team have 6 steel bench frames in storage, as pictured to the right.



Steel bench frames

3. Disposal and offer

- 3.1 The team have had an annual skip to remove rubbish and items which build up. However, it was thought that these could be worth some money.
- 3.2 Council Facilities Officer has contacted 4 different recycling facilities/reclamation yards to find out if there was any interest.
- 3.3 We have only received one offer, who is more interested in the cast iron bench ends then the steel frames and initially offered £200 but after negotiation they have said they will collect and provide £300.

4. Decision

- 4.1 Are Committee happy that we proceed in selling the above at the £300, which will clear some space and provide some funds.

PADSTOW TOWN COUNCIL
COMMUNITY AND FACILITIES COMMITTEE: TUESDAY 24 MARCH 2026

AGENDA ITEM 17: COMMUNITY HUB: PROGRESS AND UPDATE REPORT – FOR INFORMATION

1.0 Recent Bookings

Hub bookings are starting to increase and following the Hub update provided to Committee at their meeting in November 2025, further Hub bookings received have included:

- i) NHS Vaccination Drop in (December 2025)
- ii) MP constituents' surgery. Pre-arranged appointments with Ben Maguire MP (November 2025). MP's office reported that they were very happy with the facilities.
- iii) Neighbourhood Police Team/Cornwall Council Housing monthly drop-ins (November 2025 to date). Police Team reported that they were very pleased with the level of engagement with the public for both Police and Housing enquiries
- iv) NHS Thriving Together. Series of bookings concluding November 2025. Family support appointments aimed at relationships between parents and children, developing parental confidence and supporting the child's emotional wellbeing. The hirer will look to book further dates as required.
- v) Cornwall Council Family Learning/Adult Education: Fully funded IT/Coding courses booked for home educated students and their parents (January/February 2026). Second series of course dates booked to commence end of February. Tutor very happy with facilities and Wi-Fi provision.
- vi) Padstow AA: Series of dates booked from January to March 2026 whilst Church Rooms were closed for repairs.
- vii) Mission Code: Steering group meetings
- viii) Department for Work and Pensions (DWP): Monthly bookings for an initial series from February to May 2026, running at the same time as the Foodbank opening hours (March date has been cancelled due to unforeseen DWP staffing issues). To advise on Universal Credit, benefits, veteran support, work skills, back to work, courses and volunteering opportunities. A Social Prescriber will also be available.
- ix) Cornwall Council Kernow Parenting Journey: Nine-week parenting workshop commencing April 2026, fully funded and no costs to parents
- x) LJD Coaching/Time2Move Programme: Initial dates for holiday programmes diarised for Easter and May half term holidays.

2.0 Promotion of Hub Facilities

2.1 The Council Support Officer continues to seek to promote the Hub facilities including contact with the following organisations:

- i) YEP (Cornwall Council's Youth Engagement Project) working with 16-24-year-olds who are not in education, employment or training. Member of the YEP team met with the Support Officer on site with a view to booking courses and engagement sessions for young people

and staff training in 2026. Any bookings would be subject to the project receiving confirmation of continuation of funding for this initiative.

- ii) Gunners Kids Charity, a Cornwall based children's bereavement charity currently looking to expand their provision in 2026. Will consider the Hub if they feel that there is a need in the local area
- iii) Padstow Sailing Club: Enquiry to book their AGM. Awaiting further information should they wish to go ahead
- iv) NHS Engagement Team starting to hold wellness sessions across the county. Support Officer contacted the Engagement Team to advise of the Hub's facilities should they wish to hold an event in the local area
- v) Cornwall and Isles of Scilly's Safeguarding Partnership: Cornwall Council team offering safeguarding training for those working with children, young people and vulnerable adults. The team offer some face-to-face training events around the county. Support Officer provided information about the Hub should there be a need for face-to-face training in the local area.