PADSTOW TOWN COUNCIL
Minutes of the Community and Facilities Committee meeting held on Tuesday 16 December 2025 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, A Hoskin and M Rickard

In Attendance: Mrs K Pemberton (Town Clerk), Mrs S Daly (Assistant Town Clerk/RFO and minute taker) and 2 members of the public (part)

CAF2025/49 **Apologies and Announcements:** i) Apologies: None; and ii) Announcement: Date of next meeting Tuesday 3 February 2026 at 7.00pm.

CAF2025/50 **Declarations of Interest:** There were no declarations of interest.

CAF2025/51 **Public Participation:** There was no public participation.

CAF2025/52 **RESOLVED** that the **minutes** of the meeting held on **Tuesday 4 November 2025** be signed as a true record of the meeting.

CAF2025/53 **Committee Works: i) Update:** The update in the agenda report was noted. It was further noted that the new playground benches have been installed, and a draft parking enforcement SLA has been requested for Committee's next meeting. **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.

CAF2025/54 **Memorial Management:**
i) Padstow Cemetery: The Chair referred members to the agenda report setting out the key updates to the memorial management policy arising from it now having been through two inspection years.

RESOLVED TO RECOMMEND TO FULL COUNCIL that the Padstow Cemetery Memorial Management Policy version 2.0, as detailed in the agenda pages, be approved and adopted.

ii) St Petroc's Churchyard – Large Memorial: Members were referred to the agenda report detailing feedback from the Diocese regarding the Council's plans to makes safe the large Richards memorial in Churchyard. The Chair also referred members to the report by the DAC memorial specialist which had been sent "to follow" and was taken as read. Members acknowledged the thoroughness of the report and that it was a useful record of the memorial to be kept.

In response to member queries officers confirmed the following:

- The DAC Memorial Specialists' qualifications had not been provided;
- A contribution towards a restorative option had not been offered by the Diocese;

- All inscriptions are on the memorial base which was not being removed under the original decision.

Committee acknowledged the historic value in retaining the top section of the memorial and placing it near to the base and felt this to be a good compromise.

RESOLVED to stand by the original decision regarding the unsafe Richards memorial in St Petroc's Churchyard, being to remove the top section due to reasons of health and safety, with the amendment that the constituent parts be laid safely in close proximity to the memorial base so as not to prohibit a future restoration and further it was agreed to ensure that the DAC Memorial Specialist's report is retained as a full record.

CAF2025/55 **Community Hub – Cost of Living Event:** There was general support for the suggestion of holding a Cost of Living Event in the Community Hub. Members commented this would fit well with the purpose of the Hub and would provide for many a valuable first step to accessing support, especially for those members of the community who found accessing online support difficult.

RESOLVED that the Council Support Officer further investigate hosting a Cost of Living Event at Padstow Community Hub for Committee to consider at a future meeting.

CAF2025/56 **Trevone Green:** The update regarding the wooden fencing and tamarisk screening on Trevone Green was noted. Consideration was given to next steps following concerns that the tamarisk will not cover the gaps by next Spring and questions from a member of the public in respect of pruning.

RESOLVED i) to reduce the height of the Trevone Green Tamarisk, leaving the bottom to thicken and spread; ii) to purchase and plant additional tamarisk in the Spring; and iii) to retain the fencing to allow the tamarisk to spread but to review this again in the Spring.

CAF2025/57 **Stile Field – National Harvest Mouse Survey:** The land use request was considered as per the agenda report. It was **RESOLVED** to approve the Cornwall Mammal Group's request to undertake a Harvest Mouse survey in Stile Field subject to i) receiving satisfactory risk assessment and Public Liability Insurance; and ii) delegating to the Twon Clerk in consultation with the Committee Chair any request to amend the date.

CAF2025/58 **Annual Tree Inspection Works.** The update regarding the works required following the annual tree inspection, progress to date, and relevant cost centre budget for works was noted as per the report. The Town Clerk further advised that planning permission had been granted for the Churchyard tree works.

Meeting closed 7.17 pm