PADSTOW TOWN COUNCIL

Minutes of the Full Council Meeting of Padstow Town Council held on Tuesday 29 September 2026 at 7.30 pm in the Council Chamber, Council Offices, Station House, Padstow

Present: Councillors Mrs J Dawe (Chair), G Chapman, K Freeman, A J Hoskin, J Kent, C J Newman, J O'Keefe, A N Rees and M Rickard

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

2026/80 **Apologies for absence and announcements**: i) Apologies were received from Councillor R Higman; and ii) The Chair welcomed the 2 members of the public who had put in applications to fill the Padstow ward vacancies.

2026/81 **Declarations of interest**: Councillor A J Hoskin declared an interest in agenda item 22 Padstow Harbour Commissioners Request – Dock Wall. Councillor M Rickard declared an interest in Agenda Item 21 Lease and Tenant Matters (part).

2026/82 **Dispensations**: There were no dispensations.

2026/83 **Public Participation:** Two members of the public attended the meeting in support of their applications for co-option but did not address Council.

Cornwall Councillor's Report: Cornwall Councillor O'Keefe provided an update to Council. Points included:

- Cornwall Council (CC) has announced the launch of a campaign for real time testing [sea water for waste run off] throughout October. Real time testing sees results in 15 minutes meaning an alert for water safety can be made sooner. Testing by the Environment Agency has required samples to be sent to labs for results.
- Reported that the Tidy Up Group established in Padstow is working well, tidying areas such as School Hill and the entrance to Padstow. Sarah's Close to be the next project. In response to a member query, Councillor O'Keefe advised there are approx. 5 members of the team, all of whom are covered under CC's insurance.
- Confirmed there is no further update on the expected weed spraying consultation.

Police Report: There was no police report. An invitation for a Police Representative to attend a meeting had been extended for next month.

2026/84 **RESOLVED** that the minutes of the Full Council Meeting held on Tuesday 28 July 2026 be signed as a true record.

2026/85 **Clerks Report/Work Programme**: The report was noted for information. Further to the report the following was noted:

- Dock wall start date is March 2027, not 2026 as in report.

- New land use requests are expected from a company hoping to take over the cancelled Purple Gecko events on Council land.
- The Stile Field slip near the War Memorial has been made safe and tidy but does require further attention. A wider conversation regarding this parcel of land will be taken to the Community and Facilities Committee.

2026/86 Committees/Working Group Meetings:

a) **RESOLVED** to receive the minutes and approve recommendations of the Planning and Highways Committee meetings held on i) 11 August 2026 and ii) 8 September 2026;

b) **RESOLVED** to adopt the minutes and approve recommendations of the Community and Facilities Committee meeting held on 1 September 2026
Councillor C Newman abstained from voting and requested their name be recorded.

c) **RESOLVED** to adopt the minutes and approve recommendations of the Finance and General Purposes Committee meeting held on 15 September 2026.

2026/87 Finance: Monthly Accounts and Payments September 2026

a) **RESOLVED** to receive the monthly finance report.

b) It was **RESOLVED** to ratify payments made since the last meeting i) July b) of £13,838.91, standing orders or direct debits (regular payments of the same amount) of £12,815.39, direct debits of £2,199.17, and July gross wages including NIC ER's and LGPS ER's of £32,641.51; ii) August a) of £13,401.69, direct debits of £6,945.20 and Credit Card (July) of £107.14; iii) August b) of £13,512.96, standing orders or direct debits (regular payments of the same amount) of £12,820.70, direct debits of £6,587.34 and August gross wages including NIC ER's and LGPS ER's of £32,067.95; iv) September a) of £8,310.00; v) September b) of £15,013.17, direct debits of £6,104.83 and Credit Card (August) of £102.43; vi) September c) of £7,708.00, standing orders or direct debits (regular payments of the same amount) of £12,811.00, direct debits of £7,540.96, and September gross wages including NIC ER's and LGPS ER's of £39,053.08; and vii) to note the availability of invoices for inspection.

c) The car park takings were noted.

d) The availability of bank reconciliations for inspection each month was noted.

2026/88 External Audit Report: The Assistant Town Clerk/Assistant RFO advised that the External Auditor BDO LLP had re-issued their Report and Certificate having deleted the misleading comment under "other matters". The new Report and Certificate replaces section 3 of the Annual Governance and Accountability Return (AGAR) and the updated AGAR had been placed on the Council's website

Council noted the clear external audit report and thanked the RFO and Assistant Town Clerk/Assistant RFO for their work in this regard.

2026/89 Correspondence:

a) Correspondence for information was noted.

b) i) Cornwall Council Consultation: There was discussion of this matter. It was **RESOLVED** to respond to Cornwall Council's consultation on a proposal to improve access to bus services at Padstow Holiday Park with "object", as would rather the bus stop be moved further away from the junction to make it safer and improve visibility.

ii) Cornwall Council (CC) Local Member Request: There was discussion of CC Councillor O'Keefe's request for feedback from parishioners regarding rural bus routes and the potential benefit of a community bus. Comments conveyed included:

- A more direct route to Treliske;
- Currently no bus into Trevone;
- Transport to vaccination drop-ins, and prescription collections.

RESOLVED to defer to the next Full Council meeting, the appointment of a Councillor to represent Padstow Town Council at any forthcoming meetings with Cornwall Councillor O'Keefe and Barry Cornelius of Camel Valley Connect.

iii) Misson Code Request: **RESOLVED** to grant the following permissions to Misson code for the purpose of the 2026 Padstow Christmas Fayre:

a) To allocate the three coach bays furthest away from the toilets for a fenced off infrastructure storage area from 29 November to 10 December 2026, on the understanding that they are vacated and ready for normal coach use on the Thursday, Friday and Saturday of the festival;

b) To permit use of the area of land in the Railway Car Park as detailed in 3.2 of the agenda report from Wednesday 2 December to Wednesday 9 December 2026 for the purpose of a bin compound subject to a) keeping the area cordoned off from members of the public and b) Mission Code risk assessing the area including access to/from accordingly, understanding the car park will be busy so careful negotiation will be required;

c) To issue 6 parking permits for use by the fayre between 30 November to 8 December 2026, noting that this does not guarantee availability of a parking space.

d) Toilet opening times for the fayre days be the same as 2025, being 8am to 6pm, and 9pm on the night of the fireworks.

e) To accept the offer to list Padstow Town Council as an official event partner; **Councillor Mrs J Dawe abstained from voting on this item and requested that their name be recorded.**

f) To extend the invitation to take part in the opening of the fayre on Thursday 3 December 2026 to the Deputy Mayor; and

g) That permissions as outlined above are subject to receiving risk assessments and public liability insurance to the satisfaction of officers.

iv) Restore Hope South West: Following consideration of this item it was **RESOLVED** to agree the request from the charity Restore Hope South West to affix stickers to the rear of all public toilet doors as part of its anti-slavery campaign, "Sparrows".

2026/90 **Memorial Request – Padstow Cemetery:** The Chair referred members to the agenda report outlining the request in respect of a large family plot in Padstow Cemetery. Members noted a previous discussion related to another grave within this same plot and Council's conclusion that despite being outside of the current regulations, the intention for the memorial style of the family graves was clear and a precedent set.

RESOLVED to approve the memorial request in respect of grave space K99 in Padstow Cemetery on the basis that i) the new cross memorial and chippings match exactly the existing memorials on the family plot; and ii) permission being subject to receiving the appropriate memorial application form for processing in the usual way.

2026/91 **National Grid – Wheal Jubilee Parc:** Members noted the information available pertaining to a wayleave agreement request for Wheal Jubilee Parc. The Town Clerk had yet to receive a response to her request for further information regarding the rationale of the chosen route.

RESOLVED to defer until the next meeting consideration of the request from National Grid for a Wayleave in respect of Wheal Jubilee Parc whilst the Town Clerk seeks further information.

2026/92 **Dock Wall Works:** The Chair provided an update on this matter, sharing comments expressed by the Harbour Master for Council's attention sent by email on 18 September. The Chair advised Council that she had met with the Harbour Master in August, at which they discussed and dealt with the issues raised. She considered that both she and the Harbour Master had found it to be a positive meeting. The Chair raised with the Harbour Master the Council's request to meet annually which he agreed was a good idea. It was hoped the first meeting can be arranged before the end of the year.

The Town Clerk updated that the contractor is holding the price of the project for the new date, being March 2027. It was hoped the use of scaffolding [agreed at the July meeting] will be quicker than using pontoons as it will not be reliant on tides. The Town Clerk confirmed the Harbour Master had been made aware of this new date. In response to a member query, the Town Clerk reminded members that the curing period for the protective paint is 8-10 weeks and that this and the weather determined the date of the revised timing.

In response to a member query, the Chair outlined that it wasn't for the Council to get involved in any issue or personality clash. The Council's Surveyor was not an employee of the Town Council but a third-party contractor. She, as the Chair of Padstow Town Council, had met with the Harbour Master as was appropriate and on the

basis of her meeting with the Harbour Master which she felt was positive and productive, and which she understood the Harbour Master also felt, she now expected to move forward.

2026/93 **Use of Council Land: Railway Car Park:** The Town Clerk provided an update on this item. It was noted that costs had now been received for the Waste Acceptance Criteria (WAC) testing and railings, bringing the total for the new bus stop works to £33,292. Once works commence Cormac require an area to store waste from the building site until approval for disposal is obtained, a fenced off area within the car park at Wheal Jubilee Parc was thought most appropriate. Sample testing of the waste was scheduled for 1 October.

It was further noted that Cormac had requested a works storage area, the new bus shelter is to be provided free of charge as part of the maintenance agreement with Fernbank, and the contractor Vanstones has been scheduled for the first week of November (removal of old bus stop and new staff parking area).

RESOLVED to give permission for any waste from the building site to be stored in the Wheal Jubilee Parc Car Park provided this is fenced off and that a coach bay be used as a site storage area.

2026/94 **Reports from Members/Outside Organisations:** The attendance of Councillors Mrs J Dawe and M Rickard at the quarterly Community Area Partnership (CAP) meeting was noted, as was the 2026 Community Fun Day.

2026/95 **Future Meeting Dates:** Future meeting dates and the date of next meeting, being Tuesday 27 October 2026 at 7.30 pm were noted.

2026/96 **Town Council Vacancies:** Consideration was given to the two applications for co-option with both applicants in attendance. In response to member queries Mr Trench advised the meeting of the following:

- Is in the process of making Padstow home, hopes within a few months will be present significant amount of time, wouldn't apply if didn't think could commit;
- Non driver, key concern is transport in the area, has experience of issues when transport is delayed or does not turn up;
- Currently in area for approx. 4 – 6 weeks at a time;
- At present not involved in any local groups directly.

In response to a member query the Town Clerk confirmed that the co-option applications had identified themselves as eligible to apply.

RESOLVED to unanimously appoint by co-option i) Mr A Trench; and ii) Mrs J Trestain to Padstow Town Council as Padstow Ward members.

2026/97 **It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**

2026/98 **RESOLVED** that the confidential minutes of the Full Council Meeting held on Tuesday 28 July 2026 be signed as a true record.

2026/99 **Use of Council Land: Railway Car Park:** The Town Clerk advised that she had received a response from Go Cornwall regarding the draft access agreement. She would review this for consideration at a future meeting.

2026/100 **Lease and Tenant Matters:** Updates on i) Cycle Hire; and ii) Workshop Untis 4 and 8; were noted as per the agenda report.

iii) Padstow Sailing Club: The update was noted, further it was **RESOLVED** to progress as detailed in paragraph 2.1 of the confidential agenda report.

Councillor M Rickard left the meeting for the following item.

iv) Allotment: Following consideration of the tabled report on this matter it was **RESOLVED** to respond as detailed in the confidential minutes.

Councillor M Rickard returned to the meeting.

2026/101 **Padstow Harbour Commissioner's Request – Dock Wall:**
Councillor A J Hoskin left the meeting and did not return.
A confidential report on this matter was tabled and read, and consideration was given to the way forward.

RESOLVED "in principle" to grant Padstow Harbour Commissioners Dock Wall request subject to legal advice and providing fee estimate as detailed in the agenda report to the Harbour Master to seek payment of the same.

Meeting closed at 8.56 pm