

PADSTOW TOWN COUNCIL

Minutes of the Leisure, Tourism and Open Space Committee meeting held on Tuesday 1 November 2016 at Council Offices, Unit 5b Treceurus Industrial Estate, Padstow at 7.00pm

Present: Councillors R Higman (Chairman for the meeting), F J Bealing, R Buscombe, A P Flide and D N Vivian

In Attendance: Mrs K Pemberton (Town Clerk)

- LTOS2016/35** **Apologies for absence:** were received from Councillor R Buscombe and C Watson-Smyth. In the absence of the Chairman, Councillor Higman was appointed Chairman for the meeting.
- LTOS2016/36** **Announcements:** The Town Clerk advised that unfortunately it would not be possible to give consideration to Agenda Item 15 – Play Area: Lawns. This was due to the Project Manager taking unforeseen time off. A meeting would be convened on this matter in due course.
- LTOS2016/37** **Declarations of Interest:** There were no declarations of interest.
- LTOS2016/38** **Public Participation:** There was no public participation.
- LTOS2016/39** **RESOLVED** that the **minutes** of the meeting held on **Tuesday 13 September 2016** was a true record of the meeting and they were signed by the chair.
- LTOS2016/40** **Correspondence:** There was no correspondence.
- LTOS2016/41** **Clerks Report/Works Programme:** was noted for information.
- LTOS2016/42** **Tree Inspections:** Committee was reminded that these were sent under separate cover. The Town Clerk thought it prudent to also have a survey undertaken on the Link Road Allotment which Cornwall Council wished to devolve to PTC. Therefore, if there were any issues these could be picked up before this took place.

Committee noted the reports for information. The Town Clerk was seeking input as to which works could be undertaken by ourselves and which aspects to go out to seek quotations. She also added that planning permission would be required for any trees covered by a Tree Preservation Order.

Comment was made that the hedges be looked at that border some of the properties that back onto plantation. The Town

Clerk would check, but any issues were likely to be picked up in the reports.

RESOLVED to note reports and that the Town Clerk send the Tree Report on the Link Road Allotments to Cornwall Council to consider and take forward.

LTOS2016/43

Updates: The Town Clerk referred Committee to the report updating on various matters, as follows:-

- a) Mobile Skate Park: Committee noted that these had been well attended.
- b) Estates Condition Survey: The surveys had been undertaken. Report was awaited.
- c) Churchyard Cremation Plots: Unfortunately there had been a delay with the start date by the contractor. The Support Officer was chasing this issue and keeping Father Chris informed.
- d) Cemetery Site Visit: A report was tabled updating on the recent site visit undertaken. **RESOLVED** that Councillor Bealing liaise with the Town Clerk and Council Support Officer, Julia Downey in working up a programme of works for consideration.

LTOS2016/44

Projects 2016/17 and Projects and Budgets 2017/18 (including fees and charges): Agenda items 10 and 11 were discussed together. Committee referred to the agenda reports which outlined projects that had been taken forward during 2016/17 and considerations for future projects and likely budget that may be required.

Committee considered that although a skate park was planned, should there be a delay that it was best to still keep a budget of £2,000 allocated for a mobile skate park for 2017/18.

The Town Clerk advised, that following discussions with the RFO that some of the projects taken forward in 2016/17, could become part of the regular work programme and worked in the associated budget. These included the Stile Field Wild Field Meadow and Plantation Annual Maintenance. Committee was happy with this approach.

Comment was made that the cemetery improvements may need an increase in the proposed budget, especially as additional work was likely, to improve the footpaths.

It was considered that the budget for the skate park be kept as it was – named Recreation Facilities (Lawns) but that additional funding be worked into the Business Plan for a further £100,000 to take forward other project aspirations such as the MUGA.

RESOLVED TO RECOMMEND TO THE FINANCE AND GENERAL PURPOSES COMMITTEE AND COUNCIL TO:

- a) Request the following for 2017/18:-
 - i) £2,000 for mobile skate park;
 - ii) Increase Cemetery Extension and Improvements Earmarked Reserve from £20,000 to £30,000;
- b) Request that an additional £100,000 be allocated within the Business Plan for the Recreation Facilities (Lawns); and the title be amended to Lawn Car Park and Recreation Improvements; and
- c) Fees and charges remain the same for Burials and Filming.

LTOS2016/45

Terms of Reference: Committee referred to the agenda report and was reminded that both this Committee and the Highways, Roads and Transport Committee had requested she look at merging both committee mainly due to cross-cutting nature of future projects.

Appended to the report was an amended terms of reference for a merged committee. She welcomed Committee's views. She considered that if this was agreeable that a new committee be in place from May 2017 when a new Council would be place.

RESOLVED TO RECOMMEND TO THE HIGHWAYS, ROADS AND TRANSPORT COMMITTEE AND COUNCIL the merging of both Committees from May 2017 and the endorsement of the Terms of Reference (as appended).

LTOS2016/46

Date of Next Meeting: Tuesday 17 January 2017 at 7.00pm was noted.

Meeting closed 7.45 pm