

PADSTOW TOWN COUNCIL

Minutes of the Full Council meeting held on Tuesday 31 January 2017 at 7.30 pm in the Council Offices, Unit 5B Treceus Industrial Estate, Padstow

Present: A Rickard (Chairman), F J Bealing, R Buscombe, A P Flide, K Freeman, R Higman, J Murt, H M Saunders, Mrs A E Symons, D N Vivian, Mrs T Walter and C Watson-Smyth

In Attendance: Mrs K Pemberton (Town Clerk) and 5 members of the public

2016/146 Apologies for absence and announcements: i) Apologies were received from H M Saunders, D N Vivian and C Watson-Smyth
ii) Announcement: There were no announcements.

2016/147 Declaration of Interest: There were no declarations of interest.

2016/148 Dispensations: There were no dispensations.

2016/149 Public Participation: 5 members of the public attended the meeting. 3 members of the public wished to speak in respect of agenda item 24, Leases, Issues and Update.

Comments raised included:-

- One member of the public advised that she had been involved with the Scout Association for 30 years. They were working to re-establish a local Scout Group in Padstow and hoped this would be in place by the end of the year;
- Advised of best contact for the Scouts and could provide this information to the Town Clerk;
- Advised would like to undertake independent survey on the property, one had been undertaken in 2002;
- Asbestos checks had been undertaken. She acknowledged the roof was asbestos and there were some issues with leaks;
- St Petroc's Lodge had met at the Social Club until the fire after which they had moved to the hut at the Lawns;
- At the time it was unused and they occupied the space, undertaking some refurbishment;
- Would like to formalise arrangements and keep the Lodge in Padstow;
- They donated money to local groups/organisations.

- i) **Cornwall Councillor's Report:** Councillor Buscombe advised that the main area for consideration by the Council at present, was setting the Council Tax. Cornwall Council's increase was likely to be 3.97% (2% Social Care and 1.97% general). Devon and Cornwall Police Authority had also to add theirs.
- ii) **Police Report:** A tabled police report outlined crime statistics from 24 October 2016 to 29 January 2017; 82 incidents were logged, resulting in 16 crimes. These included

2 counts of rape, 3 assaults, 3 thefts, 1 robbery, 1 burglary, 2 communication offences, 2 child welfare, 1 criminal damage, 1 drink driver and 1 make off without payment. Concern was raised at the severity of some of the crimes reported. The Town Clerk would seek further clarification on these matters.

2016/150 Minutes Tuesday 29 November 2016: RESOLVED that the minutes of the meeting held on Tuesday 29 November 2016 were a true record of the meeting and they were signed by the chair.

2016/151 Minutes Tuesday 20 December 2016: RESOLVED that the minutes of the Full Council Extra-Ordinary meeting held on Tuesday 20 December 2016 were a true record of the meeting and they were signed by the chair.

2016/152 Clerk's Report/Work Programme: was noted for information.

2016/153 Committees/Working Group Meetings:

- a) **RESOLVED** to adopt the minutes and approve recommendations of the:
 - i) Staffing Committee meeting held on 20 December 2016;
 - ii) Leisure, Tourism and Open Spaces Committee meeting held on 20 December 2016.
- b) **RESOLVED** to receive minutes of the Planning Committee meetings held on 13 December 2016 and 10 January 2017.
- c) There was much discussion on this item. **RESOLVED** that both the Highways, Roads and Transport Committee and Leisure, Tourism and Open Spaces Committee remain separate and their terms of reference not be altered.

2016/154 Finance: Monthly Accounts and Payments January 2017

- a) The monthly finance report was received and noted for information.
- b) **RESOLVED** to i) ratify payment to accounts for December 2016 (a) of £5,263.41, direct debits or standing orders the following month (regular payments/same amount) of £9,724.17, cheques written, online payments made and direct debits taken since last statement of £492.36;
 - ii) ratify payment to accounts for December 2016 (b) of £57,050.11;
 - iii) ratify payment to accounts for January 2017 (a) of £2,600.98, direct debits or standing orders the following month of £9,724.17, Cheques written, online payments made and direct debits taken since last statement of £2,427.05;
 - iv) ratify payments to accounts for January 2017 (b) of £4,724.54, cheques written, online payments made and direct debits taken since last statement of £676.28;
 - v) pay to accounts for January 2017 (c) of £2,156.37 and cheques written, online payments and direct debits taken since last statement of £588.57
 - vi) pay addendum to accounts for January 2017 of £73,712.23.
- c) Car parking takings were noted for information.

- d) **RESOLVED** to adopt the Risk Assessment and Management and Investment Strategy.
- e) Bank Reconciliations availability was noted for information.

2016/155 Correspondence

- a) Correspondence for information was noted. Copy of item e) Communities and Devolution Bulletin be provided to Councillor Higman.
- b) Elections timetable for Cornwall Council and Parish and Town Council Elections – May 2017 was noted.
- c) i) Request from BT: Railway Car Park: **RESOLVED** that i) permission be granted to BT to undertake the works, as detailed in the agenda papers, provided that all insurance and risk information was provided; ii) the Town Clerk and Chairman to meet with them on site.
ii) CORMAC Drainage Works: Lawns Car Park: The Town Clerk advised that this work had taken place. She had highlighted concerns to them, as detailed in the agenda paper.
iii) Diabetic Screening: Railway Car Park: **RESOLVED** that due to works at Station House permission not be granted this year but contact details be passed to them to approach Cornwall Council and use the Link Road Car Park.

2016/156 Project Updates, including Station House: The updates, as detailed in the agenda report were noted. Unfortunately there had been issues with the chimneys at Station House, which would need to be rebuilt. Any additional cost would be picked up within the contingency.

2016/157 Health and Safety Review 2016: The cover report and full Health and Safety Report were noted. Overall Council's Health and Safety review was good at 94%. An Action Plan was being drafted, for consideration by Council, which picked up on some areas to be improved upon namely legionella testing and drafting of a Stress Policy. **RESOLVED** that the Health and Safety Review 2016 Report be noted.

2016/158 Reports from Members/Outside Organisations: The Chairman advised that the TIC meeting had cancelled. He was waiting on details as to when the next meeting would be scheduled.

He had attended a meeting of Chairman/Mayors at Wadebridge; which he found most useful. Key point of discussion was Street Traders.

2016/159 To Note Meeting Dates and to Note Date of Next Meeting: Date of the next Full Council meeting of Tuesday 28 February 2017 at 7.30 pm and future meetings dates were noted.

It was noted that a meeting of the Leisure, Tourism and Open Spaces Committee would be scheduled before Finance and General Purposes on 21 February 2017.

- 2016/160** It was **RESOLVED** to exclude the press and public due to the confidential nature of the business about to be transacted.
- 2016/161** **Confidential Minutes Tuesday 29 November 2016: RESOVLED** that the confidential minutes of the Full Council meeting held on Tuesday 29 November 2016, were a true record of the meeting and they were signed by the chair.
- 2016/162** **Confidential Minutes Tuesday 20 December 2016: RESOLVED** that the confidential minutes of the Full Council Extra-Ordinary Meeting held on Tuesday 20 December 2016, were a true record of the meeting and they were signed by the chair.
- 2016/163** **Committee/Working Group Meetings: RESOLVED** to adopt the confidential minutes and approve recommendations of the Staffing Committee meeting held on 20 December 2016.
- 2016/164** **Projects Update, including Station House:** This item had been discussed undertaken agenda item 11.
- 2016/165** **Finance Issues:** a) See confidential minutes; b) **RESOLVED** to appoint Hudson Accounting as Council's Internal Audit Provision.
- 2016/166** **Devolution Update:** see confidential minutes
- 2016/167** **Sand: Railway Car Park:** see confidential minutes
- 2016/168** **Stile Field Slip:** see confidential minutes
- 2016/169** **Leases Issues and Updates:**
i)Updates: Scout hut, NBU Alterations and Techcon - see confidential minutes. ii)For Consideration: Land at Ladywell, Bandstand and Works – Lawns Car Park - see confidential minutes

Meeting closed at 9.25 pm