

PADSTOW TOWN COUNCIL

Minutes of the Full Council meeting held on Tuesday 30 May 2017 at 7.30 pm in the Council Offices, Unit 5B Treceus Industrial Estate, Padstow

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

In Attendance: Mrs K Pemberton (Town Clerk) and Mrs S Daly (Council Support Officer and Minute Taker)

- 2017/9 Apologies for absence and announcements:**
- i) Apologies were received from Councillors R Buscombe, R Clark and D N Vivian;
 - ii) The Chair reminded all Councillors that the Code of Conduct training was compulsory. All Councillors were required to return their booking form to the office as soon as possible.
- 2017/10 Declaration of Interest:** There were no declarations of interest.
- 2017/11 Dispensations:** There were no dispensations.
- 2017/12 Public Participation:** There was no public participation.
- i) **Cornwall Councillor's Report:** There was no report given.
 - ii) **Police Report:** A short police report was tabled; it outlined crime statistics for the period 23 April 2017 to 22 May 2017. The report advised there were 27 reported logged incidents and 7 crimes but that 5 of the logged incidents were linked to one address where a male has mental health issues.
- 2017/13 Minutes Tuesday 25 April 2017: RESOLVED** that the minutes of the meeting held on Tuesday 25 April 2017 were a true record of the meeting and they were signed by the chair.
- 2017/14 Minutes Annual Meeting Tuesday 16 May 2017: RESOLVED** that the minutes of the Annual Meeting held on Tuesday 16 May 2017 were a true record of the meeting and they were signed by the chair.
- 2017/15 Clerk's Report/Work Programme:** was noted for information. In response to a query concerning the cemetery improvement works, the Town Clerk advised works were progressing well. The bund and levelling works on the left hand side were complete and works had begun to excavate the area for the new cremation plots. The length of time to complete the project was determined by how long it would take to do the tarmacking, which was weather dependent, also the slab work.
- 2017/16 Committees/Working Group Meetings: RESOLVED** to receive the minutes of the Planning Committee meeting held on Tuesday 23 May 2017.

2017/17 Finance: Monthly Accounts and Payments May 2017

- a) The monthly finance report was received and noted for information.
- b) **RESOLVED** to i) ratify payment to accounts for May 2017 (a) of £5,659.81, direct debits or standing orders the following month (regular payments/same amount) of £9,509.59, cheques written, online payments made and direct debits taken since last statement of £5,797.45;
 - ii) ratify payment to accounts for May 2017 (b) of £2,020.28 and cheques written, online payments made and direct debits taken since last statement of £1,016.48;
 - iii) ratify payment to accounts for May 2017 (c) of £1,948.50 and cheques written, online payments made and direct debits taken since last statement of £66.92;
 - iv) pay addendum to accounts for May 2017 of £73,718.58.
- c) Car parking takings were noted for information.
- d) **RESOLVED** to appoint Hudson Accounting Ltd to undertake internal audit for the next 3 years (2017/18 – 2019/20)
- e) ATMs: An update was received for information. The Town Clerk referred Council to the Finance Report which confirmed Barclays Bank do not currently have any plans to close their Padstow branch and are looking into options to site an additional ATM within the town. The Town Clerk confirmed Council do not have a "power" to provide ATM's but that she and the RFO had provided Barclays with contact details for other organisations who may be able to assist.
- f) Bank Reconciliation availability was noted for information.

2017/18 Correspondence: Correspondence was noted for information. Councillor Freeman requested copies of items e and f.

2017/19 Projects Update, including Station House:

Cemetery Improvement Works: The Town Clerk advised a site meeting was scheduled next week with the contractor, Daniel Vanstone. She hoped to have more information about timescales after this meeting.

Station House: Councillor Bealing provided an update. Works were progressing well but a recent meeting had raised two points for Council's consideration:

- i) After viewing the site, the air conditioning specialist did not recommend the installation of an air conditioning unit. The unit would be required to be placed outside and the specialist considered the quantity of sand would clog the units leading to continual problems and replacement. Councillor Bealing advised both he and project manager, Shaun Watts were in agreement that the installation and new windows would provide sufficient ventilation. It was noted portable units could be an option for consideration in the future.

RESOLVED to accept the recommendation of the specialist and not pursue external air conditioning.

ii) Provision had been made for bike racks to be installed along the platform in front of the building. At a recent site meeting these racks were discussed and considered to be detrimental to the improvement works and potentially cause congestion along the thoroughfare. Recommendation was to remove the bike racks from the platform.

RESOLVED not to install bike racks along the platform.

- 2017/20 Reports from members/Outside Organisations:** It was noted that Councillor Higman had attended a recent event held for the occasion of Trevor Piton's retirement from Padstow Lions.
- 2017/21 Future Meeting Dates** were noted for information and the **Date of Next Meeting** was noted as Tuesday 27 June 2017 (7.30pm)
- 2017/22 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**
- 2017/23 Confidential Minutes Tuesday 25 April 2017: RESOLVED** that the confidential minutes of the Full Council meeting held on Tuesday 25 April 2017, were a true record of the meeting and they were signed by the chair.
- 2017/24 Sand: Railway Car Park:** See confidential minutes
- 2017/25 Leases Issues and Updates:** See confidential minutes
- 2017/26 Project Updates, including Station House:** See confidential minutes

Meeting closed at 7.56 pm