

## PADSTOW TOWN COUNCIL

### Minutes of the Full Council meeting held on Tuesday 25 July 2017 at 7.30 pm in the Council Offices, Unit 5B Treceus Industrial Estate, Padstow

**Present:** R Higman (Chairman), F J Bealing, R Clark, A P Flide, K Freeman,  
A Rickard, H M Saunders, Mrs A E Symons, D N Vivian and Mrs T Walter

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

**2017/48 Apologies for absence and announcements:** Apologies were  
received from Councillors R Buscombe and C Watson-Smyth

**2017/49 Declarations of Interest:**

- Councillor Rickard declared an interest in Agenda Items 11 and 19.
- Councillor D N Vivian declared an interest in Agenda Items 9 b) i) and 11
- Councillor A P Flide declared an interest in Agenda Item 19

**2017/50 Dispensations:** There were no dispensations.

**2017/51 Public Participation:** There was no public participation.

- Cornwall Councillor's Report:** Due to Cornwall Councillor Buscombe's apologies there was no report.
- Police Report:** Report was tabled which outlined that there were 37 reported logged incidents and 11 crimes for the period 26.6.17 and 18.7.17. A message had been disseminated to Neighbourhood Watch Co-ordinators in the area following 4 burglaries, 2 in Padstow and 2 in neighbouring St Merryn. A male was arrested for indecency offences in Padstow on 17 July.

**2017/52 Minutes Tuesday 27 June 2017: RESOLVED** that the minutes of the meeting held on Tuesday 27 June 2017 were a true record of the meeting and they were signed by the chair.

**2017/53 Clerk's Report/Work Programme:** was noted for information. The Clerk updated further on the Cemetery improvement works advising that subject to weather tarmacking works would be undertaken at the end of the current week.

**2017/54 Committees/Working Group Meetings:**

- RESOLVED** to adopt the minutes and approve recommendations for meetings of the:
  - Leisure, Tourism and Open Spaces Committee held on 18 July 2017 and;
  - Finance and General Purposes Committee and appended revised Budget and Business Plan held on 18 July 2017
- RESOLVED** to receive the minutes of the Planning Committee meeting held on 4 July 2017.
- RESOLVED** to adopt the notes and approve recommendations of the Neighbourhood Development Plan Steering Group Meetings

held on 4 July 2017 and 19 July 2017

**Councillor Saunders requested his name be recorded as voting against this decision.**

**2017/55 Finance: Monthly Accounts and Payments July 2017**

- a) The monthly finance report was received and noted for information.

In response to a query regarding revenue surplus and the budget figures for income and expenditure, the Chairman advised that this could be addressed during the budget setting process at the next meeting of the Finance and General Purposes Committee.

- b) **RESOLVED** to i) ratify payment to accounts for July 2017 (a) of £60,995.39 and direct debits or standing orders the following month (regular payments/same amount) of £9,509.59; ii) ratify payment to accounts for July 2017 (b) of £5,788.51, direct debits the following month of £14,753.59 and cheques written, online payments made and direct debits taken since last statement of £4,182.80; iii) pay addendum to accounts for July 2017 of £3,175.81 and direct debits due of £9,521.93.

- c) Car parking takings were noted for information.

- d) **RESOLVED** to approve the Direct Debits and Standing Orders summary.

Following a comment regarding the increase in standing order frauds; the Town Clerk clarified that the RFO adopts a diligent approach to standing order changes, ensuring that she speaks with a familiar contact within the company via pre-existing methods before implementing any changes.

- e) **RESOLVED** to approve closure of the Mayor's Charity Account

- f) Bank Reconciliation availability was noted for information.

**2017/56 Correspondence:**

- a) Correspondence was noted for information.

***Councillor D N Vivian left the meeting***

- b) In response to correspondence outlining a proposal for delineated markings by the pontoon in Padstow Harbour, Council **RESOLVED** that a letter of support for the concept be sent to all possible land owners of the area in question, namely Padstow Harbour Commissioners and Cornwall Council and that Cornwall Councillor Richard Buscombe be copied in.

**Councillor R Clark requested his name be recorded as abstaining from this decision.**

***Councillor D N Vivian returned to the meeting***

**2017/57 Cory Toilets:** There was much discussion on this item. Referring to the agenda report, the Town Clerk advised that the water heater in the Wallgate unit had been disconnected due to scolding issues caused by an insufficient water feed. She had been advised that the feed starved the machine of water when multiple toilets were flushed and due to the Wallgate's age it did not have adequate in built safety mechanisms to prevent the scolding. She advised that the resulting level of the outlet temperature had been flagged as an issue at a recent legionella inspection carried out by Churchill.

The Town Clerk advised that a site meeting had been arranged for early August to ascertain the viability of repairing the current Wallgate machine. If this wasn't a possibility a replacement would be required. Therefore, to avoid delay she considered it prudent to seek Council's permission to purchase a new machine, as per the quotation provided, if the repair was not possible. The RFO had confirmed replacement costs were within Council's budget. Based on the advice given she was informed that either option would require the issue of the water feed to be addressed.

It was acknowledged that improvement works to Cory toilets was an item for discussion at a future meeting of the Leisure Tourism and Open Spaces Committee.

Given the matter related to health safety, Council's views were now sought on how best to proceed with this matter instead of waiting until the next meeting of the Leisure Tourism and Open Spaces Committee.

**RESOLVED** to first fix the plumbing issues with the cold water feed to Cory toilets and reinstate the heating element to the existing Wallgate machine. If unsuccessful, then a new Wallgate machine be purchased as per the quote detailed in the agenda report.

***Councillors A Rickard and D N Vivian left the meeting***

**2017/58 Allotments:** The update was noted as per the agenda report. The Town Clerk confirmed estimated costs were between £2,750 - £3,500 plus VAT with commercial searches of approximately £650 - £770. It was noted that these costs were within Council's £15,000 devolution budget and that Cornwall Council would pay their own legal fees.

***Councillors A Rickard and D N Vivian returned to the meeting***

**2017/59 Reports from members/Outside Organisations:** It was noted that most members had now attended Code of Conduct Training with Councillor Flide and Councillor Freeman attending in the next few weeks.

Councillor Vivian advised that he had attended the Sea Cadet AGM on 13 July and reported that they had expressed thanks once again

to Council for the grant they had received earlier in the year. This had been used to pay for their ground rent.

- 2017/60 Project Updates, including Station House:** The Town Clerk advised that the next site meeting would take place on 27 August, she was hoping a completion date may be confirmed at this time. The order for the furniture had now been placed, delivery date to be confirmed although this was expected to be September.
- 2017/61 Future Meeting Dates** were noted for information and the **Date of Next Meeting** was noted as Tuesday 26 September 2017 at 7.30pm
- 2017/62 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**
- 2017/63 Confidential Minutes Tuesday 27 June 2017: RESOLVED** that the confidential minutes of the Full Council meeting held on Tuesday 27 June 2017, were a true record of the meeting and they were signed by the chair.
- 2017/64 Presentation/Gift:** See confidential minutes
- 2017/65 Sand: Railway Car Park:** See confidential minutes
- 2017/66 Rental Spaces on Padstow Town Council Land:** See confidential minutes
- 2017/67 Padstow Boat Yard Request:** See confidential minutes
- 2017/68 Padstow Social Club Requests** See confidential minutes
- 2017/69 Library Update:** See confidential minutes
- 2017/70 Leases Issues and Updates** See confidential minutes

Meeting closed at 8.48pm