

PADSTOW TOWN COUNCIL

Minutes of the Full Council meeting held on Tuesday 26 September 2017 at 7.30 pm in the Council Offices, Unit 5B Treceus Industrial Estate, Padstow

Present: R Higman (Chairman), R Buscombe, A P Flide, A Rickard,
H M Saunders, D N Vivian and C Watson-Smyth

In Attendance: Mrs K Pemberton (Town Clerk), Mrs S Daly (Council Support
Officer and Minute Taker) and 4 members of the public

2017/70 Apologies for absence and announcements: Apologies were
received from Councillors F J Bealing, R Clark, K Freeman, Mrs A E
Symons and Mrs T Walter

2017/71 Declarations of Interest:

- Councillor Rickard declared an interest in Agenda Item 10:
Planning applications PA17/07805 and PA17/07806
- Councillor Buscombe declared an interest in Agenda Item 9
b) i): Christmas Festival
- Councillor C Watson-Smyth declared an interest in Agenda
Item 21: Messrs Steins, New Business Units

2017/72 Dispensations: There were no dispensations.

2017/73 Public Participation:
Councillor Rickard left the meeting

i) **Agenda Item 10:** 2 members of the public addressed the
meeting in support of Planning Applications PA17/07805 and
PA17/07806, reasons included:

- Application has adopted a sensitive approach, reusing
existing materials where possible, with it being of high
quality.
- Feedback from Cornwall Council indicated approval for
retention of listed building and support for the principle of
sustaining building for future use.
- Extensive surveys and assessments have been carried out
such as Bat survey, structural survey, listed building
assessment, environmental impact assessment and flood
risk.
- Scheme retains as much of existing roof and timber as is
viable. The roof is to keep its existing profile and height
and reuse slates where possible.
- New wall slates would follow existing pattern.
- Window position unchanged with frames to be replaced
only where appropriate.
- Proposed new roof light is simple and contemporary, new
steps on side adjacent to the Golden Lion provide safer
access.
- New garage doors to improve upon existing

- Conservation Officer and Planning Officer advised of scheme in detail with no problems raised. Positive comments from Historic England.
- Application provides a sustainable use for a listed building in a conservation area.

Councillor Rickard returned to the meeting

- ii) **Agenda Item 18:** 2 members of the public addressed the meeting regarding the new museum space/lease advising:
- Trustees are keen to know when they are likely to receive details of the lease, rental and access.
 - Thanks were expressed to Council for the opportunity to use the new property which is well appointed and looking good.
 - Padstow Museum will close in its current location at the end of October; and hope to open from their new location in Easter 2018.
- iii) **Cornwall Councillor's Report:** Councillor Buscombe advised that the Boundary Commission had reported its recommendation for the number of Cornwall Councillors from 2021 is 87; down from 123. The electorate ward boundary is still to be confirmed but it's considered likely to reduce the Wadebridge Area Network from 5 to 3. More will be known in February 2018.
- iv) **Police Report:** The tabled report for the period 18/07/2017 – 24/09/2017 was noted. It detailed that during the (summer) period there were a total of 80 reported logged incidents and 25 crimes. A number of the logged incidents were linked to an address in Duke Street and related to reports of obstruction and driving on a pavement. A few reports related to obstructions on the quay.

The police had been advised by Christopher Matta of Cornwall Council that the Council had received 12 complaints of obstructions caused by street traders on the quay this season.

2017/74 Minutes Tuesday 25 July 2017: RESOLVED that the minutes of the meeting held on Tuesday 25 July 2017 were a true record of the meeting and they were signed by the chair.

2017/75 Clerk's Report/Work Programme: was noted for information.

2017/76 Committees/Working Group Meetings:

- RESOLVED** to adopt the minutes and approve recommendations for the meeting of the Staffing Committee held on 19 September 2017.
- RESOLVED** to receive the minutes of the Planning Committee meetings held on 8 August 2017 and 12 September 2017.

- c) **RESOLVED** to adopt the notes and approve recommendations of the Neighbourhood Development Plan Steering Group meeting held on 22 August 2017.

2017/77 Finance: Monthly Accounts and Payments September 2017

- a) The monthly finance report was received and noted for information.
- b) **RESOLVED** to i) ratify payment to accounts for August 2017 (a) of £47,681.69, direct debits or standing orders the following month (regular payments/same amount) of £9,509.59 and cheques written, online payments made and direct debits taken since last statement of £35.93;
ii) ratify payment to accounts for August 2017 (b) of £5,359.49 and cheques written, online payments made and direct debits taken since last statement of £1,572.87;
iii) ratify payment to accounts for August 2017 (c) of £62,795.17;
iv) ratify payments to accounts for August 2017 (d) of £29,987.71 and cheques written, online payments made and direct debits taken since last statement of £3,397.76;
v) ratify payment to accounts for September 2017 (a) of £103,680.03, direct debits or standing orders the following month (regular payments/same amount) of £9,509.59 and cheques written, online payments made and direct debits taken since last statement of £215.65;
vi) ratify payment to accounts for September 2017 (b) of £3,601.37 and cheques written, online payments made and direct debits taken since last statement of £2,129.34;
vii) pay addendum to accounts for September 2017 of £7,942.72 and direct debits due of £5,542.55
- c) Car park takings were noted for information. A query was raised as to why the Railway Car Park may be under budget during June, July and August with Lawns Car Park over budget for the same period. The Town Clerk considered a contributory factor was the loss of parking spaces in the Railway Car Park in connection with the Station House re-development i.e the relocation of the park & ride and spaces used for contractor parking.
- d) Annual Return 2017: It was noted that the Annual Return had yet to be received. The Town Clerk advised that the same had happened the previous year, a letter of complaint had been sent. She further advised that this was the last year of Grant Thornton's appointment as external auditor. In response to a query the Town Clerk advised that she would ask the RFO to clarify how Grant Thornton were appointed but that Padstow Town Council do not appoint the external auditor. It was noted that a copy of the Annual Return would be forwarded to Councillors once received.
- e) No further update was available regarding South West Water's consideration of a leak allowance for the Railway Car Park bill of 17.7.17. It was noted that should their conclusion be unfavourable the RFO would make a claim on Council's leak allowance insurance.

Thanks were expressed to the RFO for her successful negotiations with Cobalt who had failed to highlight invoicing omissions in a timely manner and as such had agreed to write-off the uncharged amount prior to April 2017.

f) Bank reconciliation availability was noted.

2017/78 Correspondence:

a) Correspondence for information was noted for information.

b) Councillor Buscombe left the meeting

i) Christmas Festival: **RESOLVED** to approve the request from the Padstow Christmas Festival to:

a) use the bandstand during the Christmas Festival from 7 – 10 December and erect the marquee cover over the bandstand during the preceding week (format to be the same as in previous years);

b) reserve 2 coach bays on Friday 8 December from 4pm – 8pm for i) the Santa parade and ii) Joseph and his amazing camels.

All approvals subject to receiving the necessary paperwork required by the Town Clerk.

Councillor Buscombe returned to the meeting

ii) Fishermen's Mission: **RESOLVED** to offer support to the Fishermen's Mission by advertising any literature to help find volunteers for their fundraising book project.

iii) CALC Conference 14 October 2017 Electoral Review: in consideration of the number of apologies it was **RESOLVED** to send a memo to all Councillors with details of the conference and highlighting the importance of a Padstow Town Councillor attending.

**2017/79 Planning Applications:
Councillor Rickard left the meeting.**

RESOLVED to make the following responses:

a) PA17/07805 Outbuilding The Golden Lion Lanadwell Street Padstow – Proposed change of use and alterations to the Outbuilding to form an apartment (for holiday let use) above the garage/store.

SUPPORTED

b) PA17/07806 Outbuilding The Golden Lion Lanadwell Street Padstow – Proposed alterations to the Outbuilding to form an apartment above the garage/store

SUPPORTED

Councillor Rickard returned to the meeting.

2017/80 Station House:

a) Relocation/Opening: The Town Clerk advised it was hoped Station House would open on Wednesday 18 October. The final sign off and commissioning of the security system and fire alarm were expected to take place in the next week or so.

The Chairman advised he would like Councillors to meet at Station House on Tuesday 17 October in order to view the works ahead of the official reopening.

RESOLVED that any press release should identify that the redevelopment had not been paid for by a precept and that there had been no direct cost to residents.

It was further **RESOLVED** that i) reopening costs be taken from the Mayors Allowance and ii) the detail of the opening be delegated to the Chairman in consultation with the Town clerk.

b) Blinds

The Town Clerk advised that she had now received the following 3 quotations for the blinds:

- Astons £1,900
- Home Furnishings £2,300
- Country Blinds £2,065

It was noted that prices were inclusive of VAT and fittings but did not include the Velux windows at present.

RESOLVED to appoint Country Blinds as per their quotation of £2,065.

2017/81 Lawns Garages:

a) Roof Repairs: RESOLVED to appoint Camel Valley Roofing Ltd to effect repairs to the felt roof of the Lawns double garages at a cost of £1,200 plus VAT before the relocation of the outside equipment.

b) Electrics: RESOLVED to appoint Ian Dawe to install a temporary power system being a one victron 12 volt dc/230 volt ac inverter, one 110 amp 12 volt leisure battery and one PIR controlled floodlight at a cost of £565 excluding VAT.

It was noted that budget for the works was available from the LTOS Equipment, Furniture and Materials Budget.

2017/82 Reports from Members/Outside Organisations:

i) Street Traders: Councillor Buscombe updated that he and Councillor Higman had attend an "end of season" meeting with Padstow Harbour Commissioners, the Police, Cornwall Council and MP Scott Mann to discuss the seasons street trading. He advised that the situation was much the same as before with all agencies having very limited power. He advised that Scott Mann was looking into a change in the current law and that his researchers had already spoken with several agencies to try and progress this.

Councillor Buscombe would like to see all agencies contribute to an official leaflet which explains why each authority is unable to act.

One member considered this may inadvertently give the street traders greater assurance of each authority's lack of power.

ii) Mayor's Diary: Councillor Higman updated that he had attended the latest Community Network meeting. Items included:

- Cornwall Council were considering a possible cut back in the number of refuse collections. It was considered this would put greater strain on public bins.
- Tina Yardley, Head teacher of Wadebridge School had advised that they were running at a huge loss which would see the school in negative finances in 3 years' time.

Councillor Higman advised he was keen for the Council to build stronger links with its neighbours. He had recently attended an event in St Columb Major and also attended a welcome service for the new Methodist Minister held at Wadebridge Primary School.

- 2017/83** **Future Meeting Dates** were noted for information and the **Date of Next Meeting** was noted as Tuesday 31 October 2017 at 7.30pm
- 2017/84** **It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**
- 2017/85** **Confidential Minutes Tuesday 25 July 2017: RESOLVED** that the confidential minutes of the Full Council meeting held on Tuesday 25 July 2017, were a true record of the meeting and they were signed by the chair.
- 2017/86** **Confidential Minutes Staffing Committee: RESOLVED** to adopt the confidential minutes and approve recommendations of the Staffing Committee meeting held on 19 September 2017.
- 2017/87** **Museum Lease:** See confidential minutes
- 2017/88** **Padstow Cycle Hire Rent Review:** See confidential minutes
- 2017/89** **Unit 5B Treceus Industrial Estate:** See confidential minutes
- 2017/90** **Messrs Steins, New Business Units:** See confidential minutes
- 2017/91** **Padstow Boat Yard Requests:** See confidential minutes
- 2017/92** **Greens Café:** See confidential minutes
- 2017/93** **Leases Issues and Updates:** See confidential minutes

Meeting closed at 9.18 pm