

# PADSTOW TOWN COUNCIL

Council Offices  
5b Treceerus Ind Est  
PADSTOW  
Cornwall  
PL28 8RW

Kathy Pemberton  
Town Clerk  
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8 May 2013

## TO: ALL MEMBERS OF COUNCIL

**Councillors: R Buscombe, F J Bealing, A P Flide, K Freeman, R Higman, I F McKey, A Rickard, Mrs K Seaber, Mrs A E Symons, D N Vivian, Mrs T Walter and C Watson-Smyth**

Dear Councillor

All Members of the Council are hereby summoned to attend the **ANNUAL MEETING** of **Padstow Town Council** in the **Council Chamber, 5b Treceerus Industrial Estate, Padstow** on **Tuesday 14 May 2013 at 6.00 pm** for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

**NB: Please note start time of this meeting.**

Yours faithfully

A handwritten signature in black ink, appearing to read 'Kathy Pemberton', written in a cursive style.

Kathy Pemberton  
Town Clerk

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## AGENDA

**Public & Press are invited to attend**

- 1. Election of Chair of the Council/Town Mayor:** To **ELECT** the Chair of the Council/Town Mayor for 2013/14 and **RECEIVE** the signed Declaration of Acceptance of Office
- 2. Election of Deputy Chair of the Council/Deputy Mayor:** To **ELECT** the Deputy Chair of the Council/Deputy Mayor.
- 3. To receive apologies for absence and announcements**

- 4. Election of Committees:** To **ELECT** Committee Members for the following Committees: **(Pages 1-2)**
- a) Leisure, Tourism and Open Spaces (7)
  - b) Highways, Roads and Transport (7)
  - c) Staffing (5)
  - d) Planning (6)
  - e) Finance, General Purposes (8)
- 5. Working Groups: (Pages 1-2)**
- a) To **discuss and decide** on the continuation of the following working groups which report direct to full Council and **ELECT** Working Group Members as appropriate:-
    - i) Devolution Working Group
    - ii) Future of Station House Working Group
    - iii) Policy Working Group
  - b) To **discuss and decide** on the establishment of a Neighbourhood Development Plan Working Group reporting direct to full Council (previously reported to Planning Committee) and **ELECT** Working Group Members as appropriate.
- 6. Election of Council Representatives:** To **ELECT** Representatives to the following organisations:
- a) Cornwall Association of Local Councils (CALC) (1)
  - b) Camel Advisory Group (1)
  - c) Local Lettings Panel (1)
  - d) Memorial Hall Committee (1)
  - e) Padstow Sea Cadets Management Committee (1)
  - f) Padstow Area Tourism Association (1)
  - g) Padstow and Trevone Community Action Group (PaTCAG) (1)
- 7. Scheme of Delegation/Committee Terms of Reference:** To **discuss and decide** on each Committee giving due consideration to the Terms of Reference relevant to its Committee and making any recommendations for changes/updates to Council. **(Pages 3-16)**
- 8. Dates of Council Meetings:** To confirm meeting dates for 2013/14. **(Page 17)**