

# PADSTOW TOWN COUNCIL

Unit 5b  
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Kathy Pemberton  
Town Clerk  
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19 March 2014

## TO ALL MEMBERS OF THE COUNCIL

Councillors: C Watson-Smyth (Chairman), 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 and Mrs T Walter

Dear Councillor

All Members of the Council are hereby summoned to attend the meeting of **Padstow Town Council** in the **Church Rooms, Padstow** on **Tuesday 25 March 2014 at 7.30 pm** for the purpose of considering and resolving upon the business to be transacted at the meeting as set out thereunder.

Yours faithfully

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

Kathy Pemberton  
Town Clerk

**NB: Please note venue for this meeting.**

## AGENDA

### Public & Press are invited to attend

1. **To receive apologies for absence and announcements**
2. **To receive declarations of interest from Members** relating to items on the agenda in accordance with Padstow Town Council's code of conduct
3. **Dispensations:** To consider requests from Members for dispensations.
4. **Public Participation:** To receive questions from members of the public relating to items on the agenda, in accordance with the Council's Code of Conduct and Standing Orders.
  - To receive the Cornwall Councillor's Report
  - To receive the Police Report
5. **To confirm the minutes** of the meeting held on **Tuesday 25 February 2014** having been previously circulated and taken as read.
6. **Clerks Report/Work Programme:** To receive an update for information only.

- 7. Request for Extended Absence:** To give consideration to a request from Councillor Mrs K Seaber
- 8. Committees/Working Group Meetings:**
- a) To adopt the minutes and approve recommendations (if any) for meetings of the:
    - i) Leisure, Tourism and Open Spaces Committee (4 March 2014)
    - ii) Staffing Committee (18 March 2014)
  - b) To receive the minutes of:
    - i) Finance and General Purposes Committee (10 March 2014)
    - ii) Planning Committee (11 March 2014)
  - c) To adopt the notes and approve recommendations (if any) for the meeting of the:
    - i) Station House Working Group (13 March 2014)
- 9. Finance:**
- Monthly accounts and payments March 2014**
- a) To receive monthly finance report
  - b) To approve accounts for payment
  - c) To note car park takings
  - d) To note awarded tenders
  - e) To note Non-Domestic Rates for Council premises
  - f) To approve transfer of Earmarked Reserve
- 10. Audit Reports/Inspections:**
- a) To note Internal Audit Report (2<sup>nd</sup> Interim March 2014)
  - b) To note DVLA Inspection Report (19 February 2014)
- 11. Risk Assessment Management and Investment Strategy:** To review the Council's Risk Assessment Management and Investment Strategy.
- 12. Correspondence:**
- a) To note correspondence for information
  - b) To discuss and decide on:
    - i) Padstow Harbour Commissioners: Development
    - ii) BT Wayleave: Plantation
    - iii) Local Audit and Accountability Act: Openness of Local Government Bodies Draft Regulations
    - iv) Malcolm Arnold
- 13. Railway Car Park and Cliff Stabilisation Works Update:** To receive an update.
- 14. Porthmissen Sea Wall, Trevone:** To receive an update on current status.
- 15. Centenary of the Great War WW1:** To receive an update on the commemoration.
- 16. Reports from Members:** To receive reports from meetings attended (if any)
- 17. Annual Town Meeting:** To give consideration to date for Annual Town Meeting, preferred venue and format

- 18. To note dates of Padstow Town Council meetings and venues for future Full Council meetings**
- 19. EXCLUSION OF PRESS & PUBLIC:** To consider and if appropriate, to pass the following resolution: That in accordance with section 1(2) of the Public Bodies (admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.
- 20. To confirm the confidential minutes** of the meeting held on **Tuesday 25 February 2014** having been previously circulated and taken as read.
- 21. To adopt the confidential minutes and approve recommendations (if any) for the meetings of the:**
  - i) Leisure, Tourism and Open Spaces Committee (4 March 2014)
  - ii) Staffing Committee (18 March 2014)
- 22. Sanitary Disposal for Town Council Public Conveniences:** To give consideration to quotations received and decide on preferred contractor.
- 23. Lease/Tenant Issues:**

To give consideration to and discuss and decide on:

  - i) Crib Box
  - ii) Messrs Steins
  - iii) Core Building