

## **PADSTOW TOWN COUNCIL**

### **Minutes of the Full Council meeting held on Tuesday 28 June 2016 at 7.30 pm in the Council Offices, Unit 5B Treceus Industrial Estate, Padstow**

**Present:** A Rickard (Chairman), A P Flide, K Freeman, R Higman, D N Vivian, Mrs T Walter and C Watson-Smyth

**In Attendance:** Mrs K Pemberton (Town Clerk)

- 2016/31 Apologies for absence and announcements:** i) Apologies were received from F J Bealing, R Buscombe, J Murt, H M Saunders and Mrs A E Symons; ii) Council was advised of Chairmanship Training that was available to all Councillors. Any Councillor interested in attending to contact the Town Clerk.
- 2016/32 Declaration of Interest:** Councillors Mrs T Walter and C Watson-Smyth declared an interest in Agenda Item 22 (Messrs Steins: New Business Units Ventilation) and 23 (New Business Units: Signage Request)
- 2016/33 Dispensations:** None
- 2016/34 Public Participation:**
- i) **Cornwall Councillor's Report:** There was no report this month.
  - ii) **Police Report:** was tabled for the period 28 May 2016 to 27 June 2016; 7 crimes were identified from 20 calls made, these included 3 Criminal Damage, 2 theft and 1 shoplifting. The Town Clerk advised of the damage sustained to the North Quay toilets; the Chairman confirmed he had seen the damage on a recent site visit. She advised that she was seeking quotations for more robust doors and also felt it would be worthwhile looking into costings to upgrade the toilets; perhaps looking at vandal proof cubicles etc. Council considered this was a good idea for future consideration.
- 2016/35 Minutes Tuesday 31 May 2016: RESOLVED** that the Annual meeting minutes held on Tuesday 31 May 2016 were a true record of the meeting and they were signed by the chair.
- 2016/36 Minutes Tuesday 31 May 2016: RESOLVED** that the minutes of the meeting held on Tuesday 31 May 2016 were a true record of the meeting and they were signed by the chair.
- 2016/37 Clerk's Report/Work Programme:** was noted for information.

**2016/38 Committees/Working Group Meetings:**

- a) **RESOLVED** to adopt the minutes and approve recommendations of the:
  - i) Highways, Roads and Transport Committee meeting held on 14 June 2016;
  - ii) Staffing Committee meeting held on Tuesday 21 June 2016;
  - iii) Leisure, Tourism and Open Space Committee meeting held on Tuesday 21 June 2016
- b) **RESOLVED** to receive minutes of the Planning Committee meeting held on 14 June 2016.
- c) Committee/Working Group Membership:
  - i) Finance and General Purpose Committee: **RESOLVED** to appoint the following members Councillors: F J Bealing, R Buscombe, Mrs A E Symons and Mrs T Walter to make up the rest of the Committee.
  - ii) Neighbourhood Development Working Group Meeting: **RESOLVED** that the vacancy be filled by Councillor A P Flide.

**2016/39 Finance: Monthly Accounts and Payments June 2016**

- a) The monthly finance report was received and noted for information.
- b) **RESOLVED** to i) ratify payment to accounts for June 2016 (a) of £5,370.78, BACS/Direct Debits of £433.66, direct debits or standing orders the following month (regular payments/same amount) of £11,212.17;
  - ii) ratify payment to accounts for June 2016 (b) of £19,945.59, BACS/Direct Debits due the following month of £105.97,
  - iii) to pay further accounts for June 2016 (c) of £1,519.30, direct debits due the following month of £2,553.58; cheques written, online payments made and direct debits taken since last statement £841.00; iii) pay addendum to accounts for June 2016 of £2,607.30.
- c) Car parking takings were noted for information.
- d) **RESOLVED** to approve rental agreement for Treceerus parking spaces from 1 July 2016 to 30 June 2017
- e) Bank Reconciliations availability was noted for information.

**2016/40 Correspondence:** Correspondence was noted for information.

**2016/41 Devolution Update:** The Town Clerk gave a brief update. Anne McSeveney from Cornwall Council had emailed thanks for Council's consideration concerning the library service and understood the Council's stance of a "wait and see approach". She had yet to hear further concerning the Link Road Car Park. She had mentioned this to the Community Link Officer; who felt it may be helpful for all providers of car parks in the town to meet up. The Town Clerk didn't consider that this was needed. Council agreed with the views expressed by the Town Clerk. Councillor Buscombe had provided an update to say that the allotment fence had been delayed due to concern raised by some allotment holders. This has now been resolved and works will be rescheduled shortly.

**2016/42 Project Updates:**

- a) Station House and New Toilet Block, Railway Car Park: All noted that the toilet block was now open. Town Clerk advised there had been some "teething problems" over the last a few days. With any new build, this was expected she hoped these would be resolved soon. It was hoped the Station House Working Group would soon meet to consider specification for Station House.

Councillor Freeman advised of a rusted and broken cycle rack outside of the Council Offices which should be removed. Town Clerk would ask the Maintenance Team to look at this.

- b) Dock Wall: A site meeting was to be arranged with the contractor and Project Manager. One part of the discussion would determine safe area to work. It was likely that the "triangle" area nearest the Dock Wall would need to be coned off and would not be able to be used for parking during the works.

The Town Clerk also advised that once this site meeting had been arranged that she would approach the contractor also to discuss the need for further bollards on the car park. She considered that due to Health and Safety reasons some areas could be improved. **RESOLVED** to endorse actions of Town Clerk in taking this forward.

**2016/43 Slips and Rock Failures:** Mount Pleasant: The Town Clerk advised that the Maintenance Team had reported that they think it had deteriorated further. She had flagged this with Cornwall Council who would look into the matter; she had no further update on when this would be. She has asked Matt Vale, PWH to provide an update on how this slip is/or may affect the shelter so she can forward to Cornwall Council.

**2016/44 Reports from Members/Outside Organisations:** Councillor Higman advised that he had attended the Wadebridge and Padstow Community Network Meeting. Areas covered during this meeting were community mapping by the NHS – what to do and who to contact and the police advising of rights and wrongs in addressing issue with dogs in hot cars. He also attended Bodmin Hospital Fete and commented that very few parish/town councils had attended.

**2016/45 To Agree Meeting Dates and to Note Date of Next Meeting:**  
**RESOLVED** to note date of next Full Council Meeting of Tuesday 26 July 2016 at 7.30pm  
The Town Clerk also advised of the omission of the Finance and General Purposes Committee on 5 July 2016 to take place at 6.30 pm.

**2016/46 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**

- 2016/47 Confidential Minutes Tuesday 31 May 2016: RESOVLED** that the confidential minutes of the Full Council meeting held on Tuesday 31 May 2016 were a true record of the meeting and they were signed by the chair.
- 2016/48 Committee/Working Group Meetings: RESOLVED** to adopt the minutes and approve recommendations of the confidential minutes of the Staffing Committee meeting held on Tuesday 21 June 2016.
- 2016/49 Slip and Rock Failures:** see confidential minutes
- 2016/50 Stile Field:** see confidential minutes
- 2016/51 Leases Issues and Updates:** see confidential minutes
- 2016/52 Messer Steins: New Business Units Ventilation:** see confidential minutes
- 2016/53 New Business Units: Signage Request:** see confidential minutes

Meeting closed at 8.25 pm