

# PADSTOW TOWN COUNCIL

Unit 5b  
Trecerus Industrial Estate  
Padstow  
Cornwall  
PL28 8RW

Kathy Pemberton  
Town Clerk  
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21 March 2016


## TO ALL MEMBERS OF THE COUNCIL

Councillors: A Rickard (Chairman), F J Bealing, R Buscombe, A P Flide, K Freeman, R Higman, J Murt, H M Saunders, Mrs A E Symons, D N Vivian, Mrs T Walter and C Watson-Smyth

Dear Councillor

All Members of Council are hereby summoned to attend the meeting of Padstow Town Council in the **Council Chamber, 5b Trecerus Industrial Estate, Padstow** on **Tuesday 29 March 2016 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

  
Kathy Pemberton  
Town Clerk

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## AGENDA

### Public & Press and 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.
  - o To receive the Cornwall Councillor's Report
  - o To receive the Police Report
5. **To confirm the minutes** of the Full Council meeting held on **Tuesday 23 February 2016** having been previously circulated and taken as read.
6. **Clerks Report/Work Programme:** To receive an update for information only.

- 7. Council Vacancy (Trevone Ward): Committee and Working Group Appointments and Neighbourhood Development Plan Session:** To review appointments made in January to Committees, Working Groups and Outside Organisations and give consideration to NDP Session.
- 8. Committees/Working Group Meetings:**
  - a) To receive minutes of the Planning Committee meetings (24 February 2016 and 8 March 2016);
  - b) To adopt the minutes and approve recommendations (if any) for meetings of the:
    - i) Staffing Committee (15 March 2016)
    - ii) Leisure, Tourism and Open Spaces Committee (15 March 2016);
- 9. Finance:**  
**Monthly accounts and payments March 2016**
  - a) To receive the monthly finance report
  - b) To approve accounts outstanding and Addendum for payment
  - c) To note car park takings
  - d) Bank Reconciliations: To note their availability for inspection each month
  - e) To note Ladywell Parking Space tender
  - f) To note Non-Domestic Rates (NDR) Summary (2016-17) and update on appeal
  - g) To note continued use of appointed External Auditor
- 10. Correspondence:**
  - (a) To note correspondence for information
  - (b) To give consideration to:
    - i) Cornwall Council: May Day
    - ii) Request Sir Peter Blake's Studio (Revised Dates)
    - iii) Scout Hut Land Usage Request
    - iv) Bandstand and Car Park Requests
  - c) Open Spaces Assessment for Padstow
- 11. Devolution Update:** To receive an update on progress and discuss and decide on a way forward.
- 12. Project Updates:** To receive updates on progress and if required, discuss and decide on matters relating to these projects:
  - a) Station House and New Toilet Block, Railway Car Park;
  - b) Hill Steps
  - c) Dock Wall
- 13. Reports from Members/Outside Organisations:** To receive reports from meetings attended (if any).
- 14. To Agree Meeting Dates and Note Date of Next Meeting:** Tuesday 26 April 2016 at 7.30 pm
- 15. 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.

- 16. To confirm the confidential minutes** of the Full Council meeting held on **Tuesday 23 February 2016** having been previously circulated and taken as read.
- 17. Committees/Working Group Meetings:**  
To adopt the confidential minutes and approve recommendations (if any) for meeting of the Staffing Committee (15 March 2016)
- 18. Leases Issues and Updates:** To receive an update on lease issues and discuss and decide way forward (if required)
  - Unit 1 New Business Units: Signage Revised Location
  - Ladywell Space Progress
  - Railway Space and Marks Shelter Space Updates
  - Workshop Unit 2 Progress
  - Messrs Steins: Seating Area and Drainage Update/Progress