

# PADSTOW TOWN COUNCIL

Unit 5b  
Trecerus Industrial Estate  
Padstow  
Cornwall  
PL28 8RW

Kathy Pemberton  
Town Clerk  
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27 May 2015

**TO: MEMBERS OF HIGHWAYS, ROADS AND TRANSPORT COMMITTEE**  
Councillors J Bealing, K Freeman, R Higman, I F McKey, A Rickard,  
D N Vivian and C Watson Smyth

Dear Member

All Members of the Committee are hereby summoned to attend a meeting of the **HIGHWAYS, ROADS AND TRANSPORT COMMITTEE** at the Council Offices, Unit 5b Trecerus Industrial Estate, Padstow on **Tuesday 2 June 2015 at 7.00pm or on the rising of the Leisure, Tourism and Open Spaces Committee, whichever the later** for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Yours faithfully

  
Kathy Pemberton  
Town Clerk

Please note start time for this meeting

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## Agenda

Press & Public are invited to attend

1. **Election of Chairman/Vice Chairman**
  - i) To **ELECT** Committee Chair
  - ii) To **ELECT** Committee Vice-Chair (if Committee so wishes)
2. To receive **apologies for absence**
3. **To receive announcements (if any):** For information only
4. To receive **declarations of interest** relating to items on the agenda in accordance with Padstow Town Council's code of conduct.
5. **Public Participation:** to receive submissions from members of the public relating to items on the agenda, in accordance with the Council's code of conduct & standing orders.
6. **To agree the minutes** of the meeting held on **3 February 2015**
7. **Committee Terms of Reference:** To receive the Committee's terms of reference and make any recommendations for amendment to Council (if necessary)

- 8. Clerks Report/Works Programme:** To receive an update for information.
- 9. Correspondence:** To note any correspondence received (if any) for information
- 10. Council's Five Year Business Plan and Committee's Earmarked Reserves Recommendations:** To be updated on Finance and General Purposes Committee considerations with regards to the Council's Five Year Business Plan and Earmarked Reserves.
- 11. Car Park, Out of Town and Camel Roadway Signage:** To discuss current signage and decide on possible areas for improvement.
- 12. Date of next meeting:** Tuesday 4 August 2015 at 7.00 pm
- 13. 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
- 14. To agree the confidential minutes** of the meeting held on **Tuesday 3 February 2015** having been previously circulated and taken as read.