

## **PADSTOW TOWN COUNCIL**

### **Minutes of the Leisure, Tourism and Open Space Committee meeting held on Tuesday 7 November 2017 at Council Offices, Station House, Station Road, Padstow at 7.15 pm**

**Present:** Councillors C Watson-Smyth (Chairman), R Buscombe, A P Flide, A Rickard and D N Vivian

**In Attendance:** Mrs K Pemberton (Town Clerk), Mrs Nikki Barnes (Responsible Financial Officer) and Mrs S Daly (Support Officer and Minute Taker)

**LTOS2017/38** **Apologies for absence:** were received from Councillors F J Bealing and R Clark

**LTOS2017/39** **Announcements:** There were no announcements.

**LTOS2017/40** **Declarations of Interest:** There were no declarations of interest.

**LTOS2017/41** **Public Participation:** There was no public participation.

**LTOS2017/42** **RESOLVED** that the **minutes** of the meeting held on **Tuesday 3 October 2017** were a true record of the meeting and they were signed by the chair.

**LTOS2017/43** **Clerks Report/Works Programme:** The update was noted for information. A member commented that he had received several positive reports regarding the recent Cemetery Improvement works. The Town Clerk advised that the Chairman and herself had yet to progress the cemetery hedge planting as she was awaiting budget information from the Responsible Financial Officer (RFO) which would be available soon.

**LTOS2017/44** **Updates:**

- a) Mobile Skate Park: The update was noted. In response to a query, Committee was advised that the school had been notified that unfortunately it had not been possible to arrange sessions this time. Mention was made that perhaps Padstow Town Council could secure the mobile skate park equipment at auction and thought could be given to its use whilst awaiting completion of the Padstow Skate Park.
- b) Skate Project Lawns: The Town Clerk provided an update on this matter. She advised that the Project Manager, Shaun Watts had been asked by the planning department to submit a further site plan and to arrange for a full flood risk assessment as the site was located on a flood plain. Mr Watts had advised this was causing a delay as he was sourcing the most appropriate company to carry out this task in respect of fees.
- c) Piaggio Van: As per the agenda report the Town Clerk advised that the replacement oil tank for the Piaggio was becoming an issue. As

such the general feeling was that costs were rising and Committees views were now sought as to how to proceed.

There was much discussion on this matter. It was noted that the vehicle had not been used by the team during the past summer season. Question was raised in light of this and the potential rising costs whether other alternatives should be explored by the RFO such as like-for-like replacement, electric or rental and that this form part of a wider working practices review.

It was noted that the Piaggio as a vehicle had been fit for purpose prior to needing repairs and it was felt a clearer idea of costs to repair it should be obtained.

**RESOLVED to** i) commission the Quay Garage to remove the oil tank and ii) transport the oil tank to NJP Welding in St Mawgan for a clearer estimate to either a) carry out repair works or b) build a replacement whichever is required and report back to a future meeting.

- d) Tree Inspections: The Tree Inspection Report was noted for information.
- e) Trevone Flag Pole: The update was noted as per the agenda report. It was acknowledged that cost was dependant on size and that any planning permissions and costs were still unknown.

**RESOLVED TO RECOMMEND TO THE FINANCE AND GENERAL PURPOSES COMMITTEE AND COUNCIL TO:** Request for the 2018/19 budget £1,500 for the purpose of providing a Flag Pole in Trevone.

**LTOS2017/45** **Projects 2017/18:** The update was noted as per the agenda report.

**LTOS2017/46** **Projects and Budgets 2018/19 (including fees):** The Town Clerk advised Committee that a member of the public had been proactive in providing details of changing facilities for disabled adults and it was noted this may be a consideration during any potential Toilet Refurbishments.

It was noted that the asset condition reports highlighted a lot of Cornish Stone Walls which needed some repair works. The Town Clerk advised that a member of the Maintenance Team was qualified to undertake small scheme repairs whilst others would require a contractor. It was considered that perhaps the asset in greatest need of attention was the shelter at Dennis Hill. The RFO clarified that at present there was £198,900 in the Property Maintenance Ear Marked Reserve (EMR) and £40,000 in the Ground Maintenance EMR which could potentially fund such works. It was considered beneficial to perhaps request an increase to the Ground Maintenance EMR.

**RESOLVED** that the Town Clerk and Councillor Rickard work up a specification for repairs to the shelter at Dennis Hill (Victoria Monument)

It was noted that last year's £2,000 for the mobile skate park was unspent. It was considered a good idea to roll over this money and request a further £2,000 to contribute to the potential purchase of the mobile skate facility at auction or provide an alternative.

The Town Clerk advised that the Railway Toilets were seeing greater use than initially expected following the closure of South Quay. It was therefore considered prudent to effect some changes to the facility in order to future proof the asset. It was therefore recommended to install a steel trough (to replace the ceramic urinals) in the gents and white roc in the ladies behind each of the toilets.

There was some discussion regarding the cost of investigating a leisure centre. It was felt that these should be sufficient enough to cover items such as surveyor/architect fees and exploratory works.

Committee noted the increase to the Sexton's charges and other than this considered both the Burial and Filming Fees should remain the same.

**RESOLVED TO RECOMMEND TO THE FINANCE AND GENERAL PURPOSES COMMITTEE AND COUNCIL TO:**

- a) Request the following for 2018/19:-
  - i) £75,000 for Toilet Refurbishments;
  - ii) Increase the Ground Maintenance Ear Marked Reserve from £40,000 to £50,000;
  - iii) £4,000 for Mobile Skate Park or Equipment;
  - iv) Increase the Vehicles and Equipment Ear Marked Reserve from £10,000 to £20,000;
  - v) £7,500 for Leisure Centre Investigation Costs;
  - vi) £2,000 for Padstow & Trevone Information Board upgrades and;
  - vii) £5,000 for Railway Car Park Toilet Improvements.
- b) Fees and charges remain the same for:
  - i) Burials (Sexton Charges recharged at the new rate) and;
  - ii) Filming.
- c) Note the Business Plan for endorsement with no changes suggested pending investigation of a Leisure Centre.

**LTOS2017/47**      **Date of next meeting:** Tuesday 16 January 2018 at 7.00pm

**LTOS2017/48**      **It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**

**LTOS2017/49**      **RESOLVED** that the **confidential minutes** of the meeting held on **Tuesday 3 October 2017** were a true record of the meeting and they were signed by the chair.

Meeting closed 8.00 pm