

PADSTOW TOWN COUNCIL

Council Offices
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23 May 2012

TO ALL MEMBERS OF COUNCIL

Dear Councillor

All Members of the Council are hereby summoned to attend the annual meeting of Padstow Town Council at the Council Chamber, Station House, Station Road, Padstow on **Tuesday 29 May 2012 at 7.30 pm** for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Yours faithfully

S Lee

Sue Lee
Town Clerk

AGENDA

Public & Press are invited to attend

- 1. Election Of Chair Of The Council/Town Mayor - To ELECT the Chair of the Council/Town Mayor for 2012/13 and RECEIVE the signed Declaration of Acceptance of Office.**
- 2. Election Of Deputy Chair Of The Council/Deputy Town Mayor - To ELECT the Deputy Chair of the Council/Deputy Town Mayor**
- 3. To receive apologies for absence and announcements**
- 4. Election Of Committees - To ELECT Committee Members for the following committees and working groups -**
 1. Finance & General Purposes (8)
 2. Leisure Tourism & Open Spaces (6)

3. Highways Roads and Transport (7)
4. Staffing (5)
5. Planning (8)
6. Devolution working group – Cllrs Hunt, Rickard & Vivian
7. Future of council Building – Cllrs Rickard, Mrs Seaber, Vivian & Mrs Walter
8. Policy working group – Cllrs Edwards, Rickard & Mrs Walter

5. Election Of Council Representatives - To ELECT Representatives to the following organisations:

1. CALC (Cornwall Association of Local Councils) (1)
2. Camel Advisory Group (1)
3. Citizens Advice Bureau Management Committee (1)
4. Local Lettings Panel (1)
5. Memorial Hall Committee (1)
6. North Cornwall Crime & Disorder (1)
7. North Cornwall Police Liaison Consultative Committee (1)
8. Padstow Sea Cadets Management Committee (1)
9. Padstow Youth Forum (4)
10. Padstow Area Tourism Association (1)
11. PaTCAG (3)
12. Transport Initiative (1)

6. To review terms of reference for committees

7. To agree on the review of standing orders and discuss and decide on meetings in August & December

8. To confirm dates for council meetings for 2012/13

9. To advise of any alterations to members declarations of interest and to receive declarations of interest from Members relating to items on the agenda in accordance in accordance with the Local Government Act 2000, s81 and the Parish Councils (Model Code of Conduct) Order 2001 and to declare any gift or hospitality over the value of £25.

10. 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 & standing orders and to receive comments from members declaring a prejudicial interest with regard to items on the agenda.

- To receive the Cornwall Councillor's Report
- To receive the Police Report

11. To confirm the minutes of meetings held on Tuesday 26 April having been previously circulated and taken as read.

12. Clerks Report – to receive an update on outstanding items – for information only

13. Committees/Working Group Meetings –

- a. To adopt the minutes of and receive recommendations from-
 - i. Finance & General Purposes – 3 May – no recommendations
 - ii. Leisure, Tourism & Open Spaces – 8 May – recommendations re stone walling in Stile field
- b. To receive the minutes of –
 - i. Planning committee – 8 May
- c. To receive notes from working group meetings and discuss and decide on recommendations–
 - i. Devolution - 9 May - no recommendations
 - ii. Future of the Council Building – 10 May – recommendations to ask parishioners with regard to the future of the building
- d. To receive the draft minutes for the Annual Parish Meeting held on 15 May and discuss/decide on any issues raised.

14. Finance

- a. To receive monthly finance report
- b. To approve accounts for payment
- c. To receive internal audit report
- d. To approve the direct debits and standing orders currently in place in accordance with Financial Regulations

15. Correspondence

- a. To note correspondence for information
- b. To discuss and decide on –
 - a. Audit Commission – consultation re appointment of external auditor
 - b. Wadebridge & Padstow Network meeting – 28 June
 - c. Draft Code of Conduct – for comment
 - d. PaTCAG –to seek comments of draft parish plan leaflet

16. Future of Station House–

- a. to delegate authority to 2 councillors to sign contract for purchase
- b. to advise of electrical works required on Station House site for toilets and car park attendant office

17. Council/Police Surgery – to advise of date – 4 July 5.30pm - and discuss and decide on attendees

18. Reports from members – to receive reports from meetings attended

13. To note dates of the next Padstow Town Council meeting –

- a. HRT – 30 May – meeting with Cormac re design plans – all Councillors invited & 12 June 6pm (5 June is a bank holiday)
- b. Planning committee — 12 June 7.30pm
- c. Staffing committee – Tuesday 19 June – to be rearranged due to Town Clerk holiday

d. Full Council — Tuesday 26 June 7.30pm