

# PADSTOW TOWN COUNCIL

Unit 5b  
Trecerus Industrial Estate  
Padstow  
Cornwall  
PL28 8RW

Kathy Pemberton  
Town Clerk  
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2 November 2016

**TO: MEMBERS OF HIGHWAYS, ROADS AND TRANSPORT COMMITTEE**  
Councillors K Freeman (Chairman), F J Bealing, R Buscombe, R Higman,  
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 8 November 2016** at **6.00 pm** 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.** To receive **apologies for absence**
- 2.** **To receive announcements (if any):** For information only
- 3.** To receive **declarations of interest** relating to items on the agenda in accordance with Padstow Town Council's code of conduct.
- 4.** **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.
- 5.** **To agree the minutes** of the meeting held on **Tuesday 14 June 2016**
- 6.** **Clerks Report/Works Programme:** To receive an update for information.
- 7.** **Correspondence:** To note any correspondence received (if any) for information
- 8.** **Projects 2016/17:** To receive an update on projects for 2016/17.

- 9. Projects and Budgets 2017/18 (including fees and charges):** To give consideration to potential future projects for 2017/18 and associated budget for recommendation to the Finance and General Purposes Committee taking into consideration Council's Business Plan.
- 10. Terms of Reference:** To be updated on progress and discuss and decide on way forward.
- 11. Date of next meeting:** To be confirmed.