

# PADSTOW TOWN COUNCIL

Unit 5b  
Trecerus Industrial Estate  
Padstow  
Cornwall  
PL28 8RW

Kathy Pemberton  
Town Clerk  
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19 April 2017

## 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 25 April 2017 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

A handwritten signature in black ink, appearing to read 'Kathy Pemberton', is written over a light blue horizontal line.

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 28 March 2017** having been previously circulated and taken as read.
6. **Clerks Report/Work Programme:** To receive an update for information only.

7. **To adopt the minutes** of the meeting of the Annual Parish Meeting held on Tuesday 18 April 2017 having been previously been circulated and taken as read.
8. **Committees/Working Group Meetings:**  
To receive minutes of the Planning Committee (11 March 2017)
9. **Finance:**  
**Monthly Accounts and Payments April 2017**
  - a) To receive monthly finance report
  - b) To approve accounts and addendum for payment and note payments since the last meeting
  - c) To note car park takings
  - d) To approve the Financial Statements for the year ended 31.3.2017
  - e) Budget to Actual Variance Report (1.4.16 – 31.3.17)
  - f) To note Internal Audit Report
  - g) To give consideration to litigation, liabilities, events or transactions that may or may not have a financial impact
  - h) Bank Reconciliations: To note their availability for inspection each month
10. **Annual Return 2017:** To give consideration to and approve Section 1 of the Annual Return 2017.
11. **Annual Return 2017:** To give consideration to and approve Section 2 of the Annual Return 2017.
12. **Correspondence:** To note correspondence for information.
13. **Health and Safety Action Plan:** To give consideration to and approve the Health and Safety Action Plan.
14. **Standing Orders:** To receive and adopt updated Standing Orders.
15. **To discuss and decide on responses to the following planning applications:**
  - a) **PA17/03033 Western Rays Parkenhead Lane Trevone Padstow** – Proposed erection of replacement front porch and side extension with associated alteration works.
  - b) **PA17/03038 4 Egerton Road Padstow PL28 8DJ** – Demolition of existing garage and flat roof extension, proposed extensions and first floor living accommodation
  - c) **PA17/03447 Hardown Southway Windmill Padstow** – Single storey extension and loft conversion incorporating dormer windows.
  - d) **PA17/03449 Penmorvah Atlantic Terrace Sandy Lane Trevone** – Part slate hanging to three elevations and reconstruction of two previously demolished chimneys.
16. **Projects Update, including Station House:** To receive an update on progress and discuss and decide on a way forward.
17. **Reports from Members/Outside Organisations:** To receive reports from meetings attended (if any).
18. **To Note Future Meeting Dates and to Note Date of Next Meeting:**
  - a) Annual Council Meeting: Tuesday 16 May 2017 (6.00 pm)
  - b) Full Council Meeting: Tuesday 30 May 2017 (7.30 pm)

- 19. 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.
- 20. To confirm the confidential minutes** of the Full Council meeting held on **Tuesday 28 March 2017** having been previously circulated and taken is read.
- 21. Sand: Railway Car Park:** To be updated on an issue and discuss and decide on way forward.
- 22. Leases Issues and Updates:** To receive an update concerning ongoing lease issues and discuss and decide on way forward (if necessary)
- 23. Projects Update, including Station House:** To receive an update on progress and discuss and decide on a way forward.