

## PADSTOW TOWN COUNCIL

### Minutes of the Annual Meeting of Padstow Town Council held on Tuesday 14 May 2013 at 6.00 pm in the Council Offices, Unit 5B Treceus Industrial Estate, Padstow

**Present:** Mrs T Walter (Chair), R Buscombe, F J Bealing, K Freeman, R Higman, I F McKey, A Rickard, Mrs K Seaber, Mrs A E Symons, D N Vivian and C Watson-Smyth

**In Attendance:** Mrs K Pemberton (Town Clerk)

**2013/1 Election of Chair of The Council/Town Mayor:** It was **RESOLVED** that Councillor C Watson-Smyth be elected as Town Mayor for 2013/14 and he signed his Declaration of Acceptance of Office.

**2013/2 Election of Deputy Chair of the Council/Deputy Town Mayor:** It was **RESOLVED** that Councillor A Rickard be elected as Deputy Mayor for 2013/14.

**2013/3 To receive apologies for absence and announcements:** Apologies were received from Councillor A P Flide. There were no announcements.

**2013/4 Election Of Committees:**

It was **RESOLVED** that the following Councillors would form the committees for 2013/14:

- a. **Leisure Tourism & Open Spaces (7):** Councillors R Buscombe, A P Flide, R Higman, Mrs A E Symons, D N Vivian, Mrs T Walter and C Watson-Smyth
- b. **Highways Roads and Transport (7):** Councillors F J Bealing, K Freeman, I F McKey, A Rickard, Mrs K Seaber, D N Vivian and C Watson-Smyth
- c. **Staffing (5):** Councillors F J Bealing, R Buscombe, A Rickard, Mrs A E Symons and Mrs T Walter
- d. **Planning (6):** Councillors F J Bealing, K Freeman, R Higman, I F McKey, Mrs A E Symons and Mrs T Walter
- e. **Finance & General Purposes (8):** Membership of this committee would be decided at the June Full Council meeting once chairs of committees had been elected.

**2013/5 Working Groups:**

It was **RESOLVED** that

- a. the working groups that were established under the previous Council, which reported direct to full Council, not be re-established at this time. However, the formation of any working groups would be considered as and when the need arose; and
- b. a Neighbourhood Development Plan Working Group be formed which reported direct to full Council comprising of:- Councillors F J Bealing, R Higman, I F McKey, A Rickard, Mrs T Walter and C Watson-Smyth and inviting 2 representatives from Padstow and Trevone Community Action Group and the Local Cornwall Councillor. Furthermore, that people

within the community with specific expertise to assist in the development of the Plan be called upon as and when required.

**2013/6**

**Election Of Council Representatives:**

It was **RESOLVED** to elect the following Council Representatives to organisations:

- a. Cornwall Association of Local Councils (CALC): A Council Representative wasn't forthcoming at the time of the meeting.
- b. Camel Advisory Group: Councillor C Watson-Smyth
- c. Local Lettings Panel: It was confirmed this panel no longer existed.
- d. Memorial Hall Committee: Councillor K Freeman
- e. Padstow Sea Cadets Management Committee: Councillor D N Vivian
- f. Padstow Area Tourism Association: Councillor Rickard
- g. Padstow and Trevone Community Action Group (PaTCAG): Councillors R Higman, I F McKey and D N Vivian

The Town Clerk provided advice to Councillors who in their personal capacity were on community groups/organisations and were now elected as the Council Representative in relation to declaring non-registerable interests. The detail of this advice was outlined in the Cornwall Code of Conduct page 8, paragraph 3.5A.

**2013/7**

**Scheme of Delegation/Committee Terms of Reference:**

There was discussion with regards to the merits of possibly combining the Highways, Roads and Transport Committee and the Leisure, Tourism and Open Spaces Committee. This wasn't widely supported however, it was considered that these committees did not have to meet as often and that they could be reduced to 4 times a year, instead of 6. Clearly, should any meetings more than these be required they would be called in consultation with the Chairman of the committee.

It was **RESOLVED** that

- a. The frequency of meetings for both Highways, Roads and Transport Committee and Leisure, Tourism and Open Spaces Committee be amended from meeting bi-monthly to 4 times a year;
- b. In view of the formation of a Neighbourhood Development Plan Working Group under full Council, that responsibility for this be deleted from the Planning Committee's Terms of Reference where it has originally sat; and
- c. Each committee, at its first meeting, review its own Terms of Reference and bring any recommendations back to a future meeting of Council.

**2013/8**

**Dates of Council Meetings:**

It was **RESOLVED** to agree the meeting dates for 2013/14 subject to reducing the number of meetings for Highways, Roads and Transport Committee and Leisure, Tourism and Open Spaces Committee down to 4 per year.

The Town Clerk would circulate a revised list once amended.

Meeting closed at 6.25 pm