

PADSTOW TOWN COUNCIL

Minutes of the Highways Roads & Transport Committee meeting held on 11 October 2011 at 8pm in the Council Chambers

- Present** Councillors K Freeman (Chair), Mrs. P Davis, Mrs. C Evans, A Rickard, Mrs K Seaber, D N Vivian and Mrs. T Walter
- In attendance** Councillor M Hunt & Mrs. S Lee – Locum Town Clerk
- HRT209/2011** **Apologies and Announcements** - none
- HRT210/2011** **Declarations of Interest** – Cllr. Davis – personal interest in HRT213/2011 as a parking permit holder.
- HRT211/2011** **Public Participation** - none
- HRT212/2011** **Minutes of last meeting** - It was **RESOLVED** to accept the minutes of the meeting held on 24 August as a true record of the meeting
- HRT213/2011** **Parking Permits** – it was **RESOLVED** that the Council would write to all those currently holding free permits advising that these would be invalid after 30 November and inviting them to apply for a free permit for the period to 31 March 2013. Free parking permits would only be issued to leaders of local voluntary organisations/charity groups. It was **RESOLVED** that permits would not be issued to band members for bandstand events. Contractors would also be offered free parking at the discretion of the Council by application to the Town Clerk for the period they were carrying out work on site. A working group was **delegated** to make the final decision after receiving applications – the working group was **RESOLVED** to be Cllrs Seaber, Rickard, Freeman and the Locum Town Clerk. A working group meeting date will be set before the end of November. Laminated season permits with colour coding for the year would then be issued in either the car registration or name of the organisation and details of the time that the permit allows the user to park would be included. **Action: Locum Town Clerk**
- HRT214/2011** **Parking signage** – it was agreed to maintain a folder of all suggestions with regard to parking signage which would be revisited when the new car parking markings etc were being set up.
- HRT215/2011** **Parking on the grass at the Lawns** – it was **RESOLVED** that cars would be permitted to park on the grass at the Lawns subject to the Locum Town Clerk checking on any Health & Safety issues relating to grass car parking. Excess charge tickets would not be issued for cars parking on the grass (providing they had tickets) and the Maintenance Manager

would be asked to carry out a risk assessment of the grass areas to ensure they were all suitable for parking.

Action: Locum Town Clerk & Maintenance Manager

HRT216/2011 Car Park Works – the on-going need for works to the car park were discussed. It was agreed that the Locum Town Clerk would find the old recommendations for works from approx 3 years ago. These included – the replacement of worn markings, a review of the size of the spaces, a plan to relieve the congestion at the north end of the car park, issues with sand lorries/trailers (especially at busy times of the year), bus usage and the combination of bikes, pedestrians and cars on site. There had been no budget set for the works for 2011/12 so it was agreed that works should be carried out in winter 2012. In order to move this item forward it was agreed that Cllrs Vivian, Mrs Davis, Rickard, Mr Cox and the locum Town Clerk would meet within 3 weeks to carry out a visual inspection. In addition the Locum Town Clerk would arrange for meetings from specialist companies to provide recommendations for works and quotes to remedy the issues - these meetings would be with the above Cllrs & officers.

Action: Locum Town Clerk

HRT 217/2011 Metric – a meeting has taken place with Metric with regard to the issues with the car park machines and the council is awaiting their response and suggested solutions.

HRT218/2011 Correspondence

- i. Request for consideration of yellow lines – it was agreed to send a copy of the letter requesting consideration of yellow lines by the shop in Trevone to Cllr Rushworth to ask for his comments and the possibility of including this in the planned Traffic Orders. **Action: Locum Town Clerk**
- ii. Request regarding the Xmas Festival – it was **RESOLVED to recommend to Full Council** that the Council did not own any land that could be used as a trading location during the festival and that all traders should be encouraged to work alongside the organisers of the Festival.
- iii. Request for consideration of trading location – it was **RESOLVED to recommend** to Full Council that the Council set a policy stating that all trading licenses would be subject to a new tender each year. There would be no consideration of extending licenses. In addition no further locations would currently be considered for trading on Council land.

The meeting closed at 9.15pm

Recommendations to Full Council -

1. that the Council do not own any land that could be used as a trading location during the Xmas festival and that all traders should be encouraged to work alongside the organisers of the Festival
2. that the Council set a policy stating that all trading licenses would be subject to a new tender each year. There would be no consideration of extending licenses. In addition no further locations would currently be considered for trading on Council land