

**PADSTOW TOWN COUNCIL**

**Minutes of the Highways Roads & Transport Committee meeting held on 22 November 2011 at 7pm in the Council Chambers**

- Present** Councillors K Freeman (Chair), Mrs. P Davis, A Rickard, and D N Vivian C Watson-Smyth
- In attendance** Mr M Cox – Maintenance Manager & Mrs. S Lee – Locum Town Clerk
- HRT219/2011** **Apologies** were received from Cllrs Mrs Walter, Mrs Evans & Mrs K Seaber
- HRT220/2011** **Declarations of Interest** – none
- HRT221/2011** **Public Participation** - none
- HRT222/2011** **Minutes of last meeting** - It was **RESOLVED** that the Chair sign to accept the minutes of the meeting held on 11 October as a true record
- HRT223/2011** **Clerks Report** - was received for information
- HRT 224/2011** **Correspondence** –
- a. **Lobster Hatchery** – the proposal to hold a Lobster Festival in the town was supported in principle however before the Council could agree to the use of any part of the car park for the event they required further information – dates of event, how long, how much space was required, etc. **Action: Locum Town Clerk**
- HRT225/2011** **Budget 2011/12** – the current budget figures were received and discussed
- HRT 226/2011** **2011/12 Outstanding Projects** – it was **RESOLVED to RECOMMEND** to **F,S & GP** that the following projects be set up as ear marked reserves if the work has not been completed by the year end –
- a. Car Park relining
  - b. Car Park full boards – the Locum Town clerk was asked to ascertain how these work with other authorities who operate electronic signage. In addition it was vital that any talks included the Harbour Commissioners.
  - c. CCTV for Lawn Car park – the provision of this would be revisited in the new financial year

- d. Rock Fall repairs – it was agreed that the Locum Town Clerk together with the Accountant and Maintenance Manager should review the current works being carried out and the projected costings as soon as possible. **Action: Officers**

**HRT 227/2011**      **2012/13 Budget** – it was **RESOLVED to RECOMMEND to F, S & GP** that the following projects be budgeted for in 2012/13 –

- a. Staffing proposals as detailed for the car parks
- b. Cycle Racks – to fulfill requirements of agreement with the Camel Trail partnership **£5000** for racks be located at the start of the Camel Trail in partnership with Cornwall Council
- c. Car park repairs – Railway car park – repairs to gulleys, patching etc **£20,000**

**HRT 228/2011**      **Car Park tickets** – it was **RESOLVED** that the Council could permit advertising on Council car park tickets in the future providing that –

- the advertising was local
- the advertiser & advertising is approved by the Council with authority to approve delegated to the Locum Town Clerk and Chair of HRT committee.

If these conditions were not possible no advertising would be permitted.

**Action: Locum Town Clerk/RFO**

**HRT229/2011**      **Car Park Works** –

- a. Update on proposed works - Cllrs Davis & Vivian, Locum Town Clerk & Maintenance Manager have met with a contractor to look at the interim renewal of existing car park markings and to discuss the redesign of the car park. A quotation for both sets of work is awaited and an additional meeting will be arranged as required when received.
- b. Wall in the Railway car park and railings - the possibility of the removal of the small wall in the car park was discussed and it was agreed that the Maintenance Manager would obtain costings for works to this area. It was agreed that the railings needed to be painted etc and in order to carry out this works the maintenance team would need to undergo training for working on the highway. The Maintenance Manager was asked to source the relevant training in order that the work may proceed over the winter period. In addition the Maintenance Manager was asked to inspect the area at the entry to the Camel Trail to see what works were needed to improve the appearance as the grass edges were damaged and railings may be required and report back to the next meeting. **Action: Maintenance Manager**



**To request budget provision for the following capital projects for 2012/13 -**

- a. Staffing proposals as detailed for the car parks
- b. Cycle Racks –**£5000** for racks be located at the start of the Camel Trail in partnership with Cornwall Council
- c. Car park repairs – Railway car park – additional works to include repairs to gulleys, patching etc **£20,000**
- d. 2<sup>nd</sup> car park machine – Lawns car park - **£5,000**