



# PADSTOW TOWN COUNCIL

---

## Minutes of the Leisure Tourism & Open Spaces Committee meeting held on Tuesday 8 November at 8pm in the Council Chamber.

- Present** Councillors D Edwards (Chair) Mrs P Davis, Mrs A Symons & N Vivian.
- In Attendance** Mrs S Lee – Town Clerk & Mr M Cox – Maintenance Manager & Cllr Walter
- LTOS202/2011** **Apologies** were received from Cllr Rickard & Cllr Watson-Smyth
- LTOS203/2011** **Declarations of Interest** - none
- LTOS204/2011** **Public Participation** - none
- LTOS205/2011** **The minutes of the meeting held on Wednesday 24 August** were **RESOLVED** to be a true record of the meeting and were signed by the chair.
- LTOS206/2011** **Clerks Report** – was received for information
- LTOS207/2011** **Correspondence** – none
- LTOS208/2011** **2011/12 Budget** – the budget for 2011/12 was discussed – there were no anomalies to report.
- LTOS209/2011** **2011/12 Outstanding Projects**– it was **RESOLVED to RECOMMEND** to F,S & GP committee that the following budgets will be set up a ear marked reserves if the budget is not required before the end of the financial year –
- a. Half Pipe - £60,000
  - b. Padstow In Bloom - £1000 for hanging baskets, tubs and flower beds
  - c. Plantation Annual Maintenance £15,000 – the County Forester has been instructed to carry out the tree inspections on all Council land as agreed – the maintenance manager will accompany him.
- It was **RESOLVED** not to proceed with the following project and to return the funds to General reserve -
- a. Bandstand awning - £22,000 however the provision of an awning could be reconsidered in a future budget if a more suitable product could be found.
- LTOS210/2011** **2012/13 Budget** –

- a. **Grass cutting** - It was **RESOLVED** that in future grass would not be collected but a mulching deck would be used unless the maintenance manager felt that it would be beneficial to the appearance of the town to collect. It was **RESOLVED to RECOMMEND** to F, S & GP to use the money reserved for the Band awning to purchase the mower this year at a cost of £17,000 for a new ride on mower. The actual amount to be paid would be reduced by the trade in price of the old machine.
- b. **Vehicle** - It was **RESOLVED to RECOMMEND to F,S & GP** that a budget is set up for £19,000 (to include trade in )to provide a vehicle fit for purpose for the maintenance team 2012/13.
- c. **Staffing levels** – it was **RESOLVED to RECOMMEND** to F,S & P committee that a budget of £2000 is set up to employ a road closure operative for the road closures for the bandstand in 2012/13.
- d. **Mobile Skate Park hire** – it was **RESOLVED to RECOMMEND** to F, S & GP that a budget of £1200 is allocated to the hire of the mobile skate park for 4 months in 2012-13 - Town Clerk to check on booking costs. Cllrs Symonds will visit the next session to ascertain the level of use. In addition local children would be asked if they wish to have the facility via Face book, Website, newsletter, Cornish Guardian etc. **Action: Town Clerk & Cllr Symonds**
- e. **Fingerposts for the bandstand** – it was **RESOLVED to RECOMMEND to F,S & GP that a budget be set up for 4 finger posts and pole** if needed at the bandstand made of cast metal - the Maintenance Manager will get quotes to take to F,S & GP meeting on 1 December. **Action: Maintenance Manager.**

#### LTOS211/2011

##### **Wheal Jubilee Parc –**

- a. **Insurance** – members were advised that the Wheal Jubilee Trustees had arranged public liability insurance in accordance with the terms of their lease.
- b. **Proposed skate park** – it was **RESOLVED to RECOMMEND** to F,S & GP that a budget of £500 be set up to offer play area and skate park inspection training to staff in 2012/13
- c. **Temporary skate park installation** – members were advised of safety issues with the temporary ramps– these had now been rectified and a RoSPA inspection carried out.

#### LTOS212/2011

**Play Equipment Inspection Report** – the recent play area inspection raised several smaller issues relating to equipment which have been rectified or are being monitored. The assault course and the football nets at Wheal Jubilee have been removed as a recommendation from the report.

**LTOS213/2011**      **Bandstand** – it was **RESOLVED** that the bandstand would be used for Council events on Wednesday evenings and Sunday afternoon/evenings in 2012. Other organizations could use it with agreement from the council at other times.

**LTOS214/2011**      **Spritty Meadow** – it was **RESOLVED** that Spritty Meadow would be managed as a late summer wildflower meadow during 2012 with reduced cutting etc. Additional expenditure would be for an end of season hay cut. This management would be reviewed at the end of 2012 and the possibility of carrying out this management programme in Stile field investigated. It was agreed that the Maintenance Manager would look at options available with regard to improving the entrance to Wheal Jubilee Parc from Spritty Meadow for pushchair/wheelchair access in conjunction with Cornwall Council/Prideaux-Brune estate.

**Action: Maintenance Manager**

**LTOS215/2011**      **Terms of reference** – the revised terms of reference to incorporate the Environment committee from 1 December 2011 were discussed and it was **RESOLVED to RECOMMEND** to Full Council that they be adopted.

**LTOS216/2011**      **Plantation** — The Maintenance manager is working on the plans for the compost bins to bring them in within the £1000 budget for the area and will report back at the next meeting. A programme of works will be prepared once the tree inspection has taken place to include shoring up of pathways (specialist work), removing remaining Acuba, tree works and planting as recommended by the tree inspector and fencing off slopes as appropriate. Once these major works are completed the project works can commence. It was agreed that the working group was a Town Council group and that the Locum Town Clerk would draw up some terms of reference to be agreed at the next meeting. **Action: Town Clerk**

**LTOS217/2011**      **Date of next meeting – 10 January 2012 after planning**

The meeting closed at 9.30 pm

.....Chair                          Date.....

**RECOMMENDATIONS to F,S & GP Committee**

- I. To earmark the following reserves if not spent before end of financial year –
  - a. Half Pipe - £60,000
  - b. Padstow In Bloom - £1000 for hanging baskets, tubs and flower beds
  - c. Plantation Annual Maintenance £15,000 – the County Forester has been instructed to carry out the tree inspections on all Council land as agreed – the maintenance manager will accompany him.
- II. To use the budget allocated to the Bandstand awning for a new mower in 2011/12 at a cost of £17,000 less trade in

- III. To set up a budget for £19,000 (to include trade in ) to provide a vehicle fit for purpose for the maintenance team in 2012/13
- IV. To set up a budget for £2000 to employ a road closure operative for the road closures for the bandstand in 2012/13.
- V. To set up a budget of £1200 for the hire of the mobile skate park for 4 months in 2012-13
- VI. To set up a budget for 4 finger posts and pole at the bandstand – amount to be confirmed
- VII. To allocated £500 to a training budget for play area/skate park safety inspection training in 2012/3

**RECOMMENDATIONS to FULL COUNCIL**

- I. To adopt the revised terms of reference