

## **PADSTOW TOWN COUNCIL**

**Minutes of the Full Council meeting held on Tuesday 29 March 2016 at Council Offices, Unit 5b Treceus Industrial Estate, Padstow at 7.30pm**

**Present:** 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

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

**2015/190 Apologies for absence and announcements:** i) There were no apologies; ii) The Chairman welcomed Councillor Saunders to the Council. Councillor Saunders thanked his fellow councillors and was looking forward to working with them.

**2015/191 Declaration of Interest:** Councillors F J Bealing, Mrs T Walter and C Watson-Smyth declared an interest in Agenda Item 18: Leases Issues and Updates: Messrs Steins;  
Councillors F J Bealing and A Rickard declared an interest in Agenda Item 10biii) Correspondence: Scout Hut Land Usage Request

**2015/192 Dispensations:** None

**2015/193 Public Participation:**

- i) **Cornwall Councillors Report:** Councillor Buscombe advised that the Boundary Review had commenced. Consultation would be taking place. Meetings on this matter were open to the public. He would provide an update on devolution at the appropriate agenda item.
- ii) **Police Report:** was tabled for the period 24 February to 27 March 2016; 6 crimes were identified (from 16 calls made) these included 2 Criminal Damage, 1 Actual Bodily Harm, 1 Common Assault, 1 Burglary and 1 Shoplifting. Council was also advised that PC Andy Spires had retired. His last working day was Tuesday 29 March 2016. Comment was made what a good job he had done for the town. The Town Clerk had sent thanks on behalf on the Council and wished him well. She had been in contact with Sargent Stewart and would be meeting up with him soon to see about policing in Padstow going forward.

**2015/194 Minutes Tuesday 23 February 2016: RESOLVED** that the minutes of the meeting held on Tuesday 23 February 2016 were a true record of the meeting and they were signed by the chair.

**2015/195 Clerk's Report/Work Programme:** was noted for information

**2015/196 Council Vacancy (Trevone Ward): Committee and Working Group Appointments and Neighbourhood Development Plan Session:**

It was considered that as the Annual May meeting was not far away that temporary appointments be kept as they are. However, there was still the Lead Member vacancy on the Neighbourhood Development Planning Working Group. Councillor Saunders confirmed that he would be happy to take on this role and drive this forward. The Town Clerk confirmed that she and her colleague Mrs Daly would be happy to meet with Councillor Saunders at his convenience on the project to-date. It was considered prudent to delay any decision on the idea of an informal NDP session as suggested by Council particularly, as it was likely this would no longer be required.

**RESOLVED** that i) Councillor H M Saunders be appointed to the vacant Lead Member position to the Neighbourhood Development Planning Working Group; and  
ii) Other temporary appointments made in January remain unchanged.

**2015/197 Committee/Working Group Meetings:**

- a) **RESOLVED** to receive the minutes of the Planning Committee meetings held on 24 February 2016 and 8 March 2016.
- b) **RESOLVED** to adopt the minutes and approve recommendations of the:
  - i) Staffing Committee meeting held on 15 March 2016; and
  - ii) Leisure, Tourism and Open Space Committee meeting held on 15 March 2016

**2015/198 Finance: Monthly Accounts and Payment March 2016**

- a) The monthly finance report was received and noted for information.
- b) **RESOLVED** to i) ratify payments of accounts for March 2016 of £79,367.24 , BACS/Direct Debits of £9,549.92 and direct debits or standing orders the following month (regular payments/same amount) of £3,203.61; and ii) pay addendum to accounts for March 2016 of £6,141.87.
- c) Car Park takings were noted for information
- d) Bank Reconciliations availability was noted for information.
- e) The awarding of the tender of the Ladywell Parking Space was noted.
- f) The Non-Domestic Rates (NDR) Summary (2016/17) was noted. Council was also advised that their Surveyor was attending a tribunal in May on its behalf against the Railway Car Park NDR; and
- g) To note the continued use of the appointment of the External Auditor, Grant Thornton.

## 2015/199 Correspondence

- a) Correspondence for information was noted.
- b)
  - i) Cornwall Council: May Day: **RESOLVED** that the Town Clerk write to Cornwall Council to advise "this isn't a festival the Town Council is involved with." Councillor R Buscombe requested that his name be recorded as abstaining.
  - ii) Request Sir Pater Blake's Studio (revised dates): **RESOLVED** that the request be refused due to ongoing works which would affect the coach bays.  
Councillors F J Bealing and A Rickard left the meeting for this item. The Vice-Chairman, Councillor R Higman took the chair.
  - iii) Scout Hut Land Usage Request: There was much discussion on this issue and concern with regards to occupation of the hut. The Town Clerk advised that she was looking into lease matters. It was felt that the request was not being made by the tenants and therefore, it was not prudent to allow permission. **RESOLVED** that permission not be granted.  
Councillors F J Bealing and A Rickard returned to the meeting whereby Councillor A Rickard resumed the chair.
  - iv) Bandstand and Car Park Requests: **RESOLVED** that requests, as detailed in the agenda report relating to the Padstow to Rock Swim and Padstow Carnival be granted.
- c) Open Spaces Assessment for Padstow: **RESOLVED** to delegate responsibility to the Town Clerk to respond to this questionnaire, in consultation with Councillor N Vivian.

## 2015/200 Devolution Update: Councillor R Buscombe advised that:

### Toilets:

- South Quay would close once the Town Council's new ones were open;
- Link Road would remain open. This was funded via the pay scheme on the toilet and car park income;
- Trevone was being taken on by a private individual;
- Harlyn was yet to be determined. Meetings were taking place with the land agent.

### Library: Cornwall Council had provided various information.

Councillor Buscombe was working alongside the Town Clerk and RFO in looking at this data. He considered that it would be helpful to have more up-to-date information i.e usage over the last 12 months. He would be meeting with the Town Clerk and RFO next month with a view to pulling together a report for Council in April to consider proposals in this regard.

**Link Road Car Park:** As he had not heard anything further on this he would raise a question formally at the Full Cornwall Council meeting on 26 April 2016 to Councillor Rowe.

**Allotments:** He had undertaken a site visit with the Town Clerk. Issues with regard to the fencing had been reported to CC, waiting to hear further. Town Clerk was also chasing up waiting lists and clarification of risk assessments and insurance.

**2015/201 Project Updates:** The Chairman advised that a site visit was scheduled for Wednesday 30 March 2016 in respect of Station House and the toilets. All seemed to be progressing well.

**2015/202 Reports from Members/Outside Organisations:** The Chairman advised he attended a meeting of the Padstow and Wadebridge Community Network Meeting. Main focus of which was libraries and in particular Wadebridge, who were planning to take on the facility. He understood running costings were around £90,000. No real update on Padstow was given. He advised that the Council was looking into the information provided by CC.

**2015/203 To Note Date of Next Meeting: RESOLVED** to note the date of the next meeting of Full Council of Tuesday 26 April at 7.30pm and timetable of meeting dates.

**2015/204 It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted**

**2015/205 Confidential Minutes Tuesday 23 February 2016: RESOLVED** that the confidential minutes of the Full Council meeting held on Tuesday 23 February 2016 were a true record of the meeting and they were signed by the chair.

**2015/206 Committee/Working Group Meeting: RESOLVED** to adopt the confidential minutes and approve the recommendations of the Staffing Committee meeting held on 15 March 2016

**2015/207 Leases Issues and Updates:** See confidential minutes

Meeting closed at 8.35 pm.