



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig

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Council Meeting – 5th April 2018

Minutes of the Ordinary meeting of the Council held at Camelford Hall, Clease Road

1. To note Councillors present

Cllr Rotchell (Mayor) opened the meeting at 7.00pm with 8 Councillors present: Cllrs Burgis, Coombes, Elford, Ferguson, Goodman, Guesford, Hewlett, Shaw. 18/176

2. To receive Apologies for absence with reasons

Cllrs Dawe and Grigg – none received 18/177

3. To receive Declarations of Interest & Approve Dispensations

Cllr Elford 7a planning Pecuniary To leave the room 18/178

4. Public question time (15 minutes allowed for this)

2 members of the public attended, 1 member of press. 18/179

Plastic Free Camelford. Claire Monson started via facebook enable assessment of interest. 114 likes on a new page to date. Folk offering to help out and find out more – generally showing a wider level of concern. To get the plastic free status they need to get the Town Council support. Award is from Plastic Free Coastlines. Plastic replacement initiatives. Leading by example; promoting the campaign. Need named representative on local steering groups. Sign on highways signs will help with marketing the town. Speaking to local businesses regarding 'refill' and 'the last straw' campaign. Cllr Rotchell – thanked Claire for attending, resolution to be on next agenda (Claire to forward information to the Clerk), signage - not sure as they belong to Highways; he will discuss with Cormac. Need to show that we're on board.

PC Jowan Annear – spoke regarding local concern about the lack of action towards a certain individual. He assured CTC that the Police are doing all they can do to support that individual. They are aware of the crime and antisocial behaviour and there is multi-agency cooperation behind the scenes.

Mrs Harris spoke regarding Higher Culloden Farm planning application. No objection to the camping pod proposal; she is concerned about the safety of pedestrians on the road. No footway – concerned that increase in the number of vehicle movements. The addition of proper signage at both ends of the roads for the 'no footpaths' would be useful; those that were there previously have gone. Walter Wonnacott, planning agent, spoke regarding the application – 4 camping pod pitches. Set up a local business and spend more time together – small number, modest application for high end pods. Large individual pitches – lots of amenity space and activities. Aiming to attract small families, cyclists and walkers. Impact as minimal as possible. Will also help to support local business. Well enclosed – no visual impact. They will increase screening. Completely timber pod. No close neighbours to be impacted. Not much ecological impact as all grass at the moment. Most visitors will come by car. Small pods – highly unlikely more than 4 cars at any one time. Marginal increase in number of journeys along the road. Will not be a camping site – 4 pitches with high quality pods. He has asked for the addition of a condition to limit number of pods to 4. He will discuss signage with the planning officer – an excellent suggestion.

Ken Harris noted that he was pleased that the application is for camping pods and not camping. Passing places is a problem though – Cllr Rotchell will speak to Cormac.

Chair's Signature.....

Dated.....

5. To receive and approve the Minutes of:

It was **resolved** to approve the minutes of the Ordinary Meeting 14th March 2018.

Proposed: Cllr Shaw

Seconded: Cllr Burgis

7-0 (2abs)

18/180

APM agreed for accuracy

6. To receive Clerk's report

Matters arising from the Minutes – AQM consultation response has been sent off. Updates: Library – Office move delayed by a couple of days but now in the Town Hall and library is open. SITA grant update – meeting 11th April, 11am at SP. Victoria Road speed check sign will be doing both sides of the road. Union flag – looking for it during the move. 1st CTC meeting at Library -17th April followed by celebration. Light spillage issues with new floodlights on the play area in Enfield Park. Poetry boards have arrived – will be installed soon. Rabbits are damaging plants and trees in cemetery – they will be dealt with appropriately.

18/181

7. Planning

a. To **discuss** and **make a consultee comment** on the following applications:

****Cllr Elford left the room ****

PA18/01815. Higher Culloden Farm, College Road. Mr Mark and Vanessa Edkins. Change of use of land from camping and the siting of 4no. camping pods, together with new toilet/shower/amenity building and the provision of ancillary works. Cllr Shaw noted comments and has visited site. Very well laid out; not really going to disturb anyone, but access is via a country track. River is spawning – concerned about run out – extra effluent into the river? Cllr Rotchell noted intensive farming would have more impact. He will raise the passing place and signage issues with Highways. No camping/ caravan/campervan will be on site.

It was **resolved** to reply with Support.

Proposed: Cllr Shaw

Seconded: Cllr Guesford

unan

18/182

****Cllr Elford returned ****

PA18/02219. Land E of Trevanerow, 9A Sportsmans. Mr & Mrs Rabson. Reserved matters application for the construction of 1.5 storey house with integral garage with associated access and landscaping. (Details following application no. PA17/05037 dated 14/07/2017. Revised design to application no. PA17/10136 dated 04/01/18. Cllr Shaw noted it is the final design. 15mx8m. timber-framed; interesting building.

It was **resolved** to reply with Support

Proposed: Cllr Shaw

Seconded: Cllr Goodman

8-1 dec carried 18/183

PA18/02235. Penlea, Station Road. Mr and Mrs John Andrews. Demolition of existing garaging and construction of holiday annex to supplement existing bed and breakfast business. Cllr Shaw noted nobody else in the vicinity and it would benefit from a refurbishment

It was **resolved** to reply with Support

Proposed: Cllr Shaw

Seconded: Cllr Burgis

Unan

18/184

For Information

PA18/00206. Town Hall. Listed building Consent for various internal alterations. **Approved.**

PA18/01114. 3 Penmelen. Installation of step-lift. **Approved**

PA17/11303. Plot 4 Land west of the orchard, Mill Lane. Reserved matters. **Approved**

EN18/00350. Land at Tregath Business Park. Station Road. Case closed – no evidence of breach Needs planting – Cllr Rotchell will discuss.

18/185

8. Portfolio Reports

a. Community Network Meeting – June proposal for Highways monies. Expression of interest required. Next agenda.

18/186

b. Mayor's Report – need to give some thought about the events shelter – gala tent may need replacing. Eggstravaganza – fancy dress as a rabbit.

18/187

c. Camelford Hall - Cllr Goodman reported that a new clock and new lights will be installed in the big hall. It was noted that 10 weren't working at the APM. Cllr Goodman will noted to the Trust Committee that the blue chairs belong to the Council.

18/188

d. Cornwall Councillor's Report – Cllr Rotchell met with 3 directors from the treasury and spoke regarding funding for the medical centre – they reacted positively but it is hard to tell? Cost seems to go up every time...

18/189

Chair's Signature.....

Dated.....

e. Events Working Group – Cllr Ferguson noted next meeting is Wed 7pm – fun week on the agenda. Entries down this year: 3 x Easter bonnets and 5 x decorated eggs. Wendy Clark judged the competition – noted with thanks. 18/190

f. Air Quality Management. Cllr Hewlett wondered how much more can we influence? Need to see the results of the consultation and CC's final plan. To stay as a standing item on the agenda 18/191

g. National Grid Conference report – overhead line steelwork replacement project. The pylons need maintenance and 3 will be replaced. The availability of grant funding was noted, and options were discussed. Cllr Shaw will approach the Scouts regarding a new hut 18/192

9. Correspondence

- a. Letter from Nancy Robertson regarding Camelford Bypass. **Noted** 18/193
b. Brochure from Elancity regarding radar speed signs. **Next agenda** 18/194
c. Letter from Mary and Ken Harris regarding planning application PA18/01815. **noted** 18/195

10. Agenda Items

a. It was **noted** that Complete Weed Services have declined invitation to contract for the A39, and therefore it was **resolved** to contract with Cormac Ltd.

Proposed: Cllr Guesford Seconded: Cllr Elford 9-0 (1abs) 18/196

b. Tax base for 2018-19 is 1030.85 was **noted** 18/197

c. The grant request from Parish of Lanteglos-by-Camelford towards grass cutting and maintenance was discussed. It was **resolved** to grant £1000

Proposed: Cllr Shaw Seconded: Cllr Elford 9-1 dec carried 18/198

d. The Town Hall Lease and the Library Service Contract have been completed. **Noted** 18/199

e. It was **resolved** to adopt the updated Pay Policy Statement

Proposed: Cllr Guesford Seconded: Cllr Burgis unan 18/200

f. The Events Working Group minutes were **noted**. 18/201

g. The minutes of the Enfield Park WG meeting were **noted** 18/202

h. It was **resolved** to **approve** new allotment tenancy agreement (with addition of GDPR wording). Cllr Rotchell tried to deliver the white rose but couldn't find Jo Old. Clerk **noted** the need to get a new contract for the allotments.

Proposed: Cllr Ferguson Seconded: Cllr Guesford 9-0 (1 abs) 18/203

i. The next steps regarding Churchfield car parking order were discussed. Another working group meeting. To come back with proposal for 1st meeting in May. 18/204

j. It was **resolved** to allow an allotment holder to plant fruit trees and install a water butt.

Proposed: Cllr Guesford Seconded: Cllr Coombes unan 18/205

****Cllr Elford left the room****

k. A request from Alan Brecknell to set up a fruit and veg stall on Market Place was discussed. Camelford is a market town – could kick start more stalls. But has concerns for mess. He would have to be responsible for the cleaning. Not in the way of the park access. No vehicle parked whilst trading. Grassed area by the bench would be the best site. Shelter – gazebo? Might put someone off taking a shop though.

****standing orders were suspended in order for Mr Brecknell to address Council****

Bin for rubbish, vehicle will be removed after unloading, start with 3 days a week; Thursday, Friday and Saturday. No pre-packed products; biodegradable bags, old style greengrocer – paper bags mostly. Will use a gazebo with weights, taking down every night. Understand he will be responsible for his own equipment. 18/206

****standing orders were reinstated****

Cllr Rotchell deferred resolution to part 2.

****Cllr Elford returned****

l. The state of pavements and litter in High Street was discussed. Cllr Shaw noted that when the High Street was resurfaced he pointed out pavement issues to the Highway Manager – but wasn't their responsibility. He has walked the length of pavement - co-op to mount view, trip hazards bollards need replacing, whole pavement on the left hand has problems – litter from the ATM machine floating around. Clerk to write letter to Cormac regarding state of repair. Co-op don't sweep the front of the shop – letter to manager. Cllr Rotchell noted 5 potholes at Trevia; they are due for repair - whole road due for resurfacing. 18/207

Chair's Signature.....

Dated.....

11. Accounts

a. Balances at 29th March 2018 were **noted**

Current Account	£46,238.08	
Tracker Account	£66,181.37	
NS&I	£41,469.81	
CCLA	£80,000.00	18/208

b. It was **resolved** to authorise the payments of Accounts Outstanding.

HMRC	March NI and TAX	BACS	£1,444.01
Staff	March Wages + expenses	BACS	£5,733.69
Cornwall Pensions	March contribution	BACS	£1,664.47
Camelot Garage	Fuel	BACS	£40.00
Site Supply Solutions	Work Boots	BACS	£58.73
Cut by Beam	Engraved wooden lengths	BACS	£351.60
Yetiserve Computer services	Office computers etc.	BACS	£1042.38
Voipfone	Office telecommunications	BACS	£262.56
Voipfone	Office telecommunications - balance	BACS	£161.84
Daisy Communications	Telephone bill	DD	£35.05
Daisy Communications	Telephone – contract transfer	DD	£243.04
Bodmin Nursey	Garden supplies	BACS	£175.00
British Gas	Electricity Feb – Enfield Park	DD	£38.12
British Gas	Electricity March – Enfield Park	DD	£40.78
Sekoya	Library – legal services	BACS	£1380.84
Stephens Home Hardware	Hinge	BACS	£1.99
Zurich Municipal	Council Insurance	BACS	£65.18
Cornwall Council	Council Tax – Enfield Park store	DD	£58.63
CPRE	Membership	DD	£36.00
Camelford Hall	February and March Invoices Hall hire	BACS	£79.00
Fleet	Defibrillator	chq	£2500.00
R Sleep	Maintenance Supplies	BACS	£9.43
Cormac Solutions Ltd	salt bin refill x2	BACS	£127.97
Zurich	seminar – training	BACS	£36.00
Cornwall Council	DBS system online set-up fee	BACS	£48.00
Sproulls Solicitors	Library – legal services	BACS	£2400.00
CALC	GDPR training	BACS	£54.00
Furniture@work ltd	Office desks	BACS	£374.98
Plusnet	Office telecommunications	DD	£44.39
Camelford show	trade exhibit stand	chq	£60.00
Viking	Stationery	BACS	£34.82
Public Works Loan	Car park loan	DD	£6984.82

Proposed: Cllr Ferguson Seconded: Cllr Elford Unan 18/209

Income was noted

Car Park	Donations	AC	£14.09
			18/210

c. It was **noted** that Churchfield Carpark will have no rates charged 2018-19 due to small business rates relief. 18/211

12. Public Bodies (Admission to Meetings) Act 1960.

It was **resolved** that in view of the confidential or special nature of the business about to be transacted, it is advisable that the press and public be excluded and instructed to withdraw during the discussions for the following items. Contracts.

Proposed: Cllr Hewlett Seconded: Cllr Elford Unan 18/212

a. It was **resolved** on Van insurance from the quotes provided

Proposed: Cllr Guesford Seconded: Cllr Shaw Unan 18/213

b. Contract cleaning for the Library was discussed and put to next agenda. 18/214

c. It was **resolved** to allow a market stall, 3 months trial, with 1 weeks' notice, standards of trading and responsibility disclaimers to be in contract, on the grassed area. £10 per day. Copy of the public liability insurance required

Proposed: Cllr Hewlett Seconded: Cllr Guesford 9-1 dec carried 18/215

Chair's Signature.....

Dated.....

13. To note items for 17th April 2018 Agenda.

Plastic free Camelford resolution

Library cleaning contract

Expression of interest for CAN Highways budget.

Radar Speed signs

The Mayor closed the meeting at 2045.

Chair's Signature.....

Dated.....