



CAMELFORD TOWN COUNCIL

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Annual Council Meeting – 2nd May 2019

Minutes of the Annual meeting of the Council held at Town Hall, Market Place

1. To Elect Mayor & Deputy Mayor.

Nominations: Cllrs Shaw and Hewlett.

Cllr Shaw spoke. He's concerned that we are running on too quickly with serious development; need to take stock and make sure the current projects are running properly before we do more. Cllr Shaw has the experience; his heart is in Camelford and has been for the last 30 years.

Cllr Hewlett spoke. Thank you to the Councillors and staff for their help and support this last year. She wants to be a strong voice for Camelford; here and further afield. She wants to work on developing a really strong team and growing the experience of all the Councillors. Good mix of experience on the working groups, helping each other, continuity planning. Wants Camelford to prosper and grow.

Following a paper ballot, it was **resolved** that Cllr Hewlett will be Mayor for 2019-20

Proposed: Cllr Rotchell Seconded: Cllr Rathbone 6-5 declared carried 19/239

Council **received** Cllr Hewlett's Declaration of Acceptance of Office

Cllr Rotchell spoke. He wants to give Cllr Hewlett support for the year and allow the new Councillors the opportunity to grow into their roles. Commitment to making Camelford a better place to live.

There being no other candidates; it was **resolved** that Cllr Rotchell will be Deputy Mayor for 2019-20

Proposed: Cllr Hewlett unan 19/240

Council **received** Cllr Rotchell's Declaration of Acceptance of Office

2. To note Councillors present

Cllr Hewlett (Mayor) opened the meeting at 7.15pm with 10 Councillors present: Cllrs Ackroyd-Johnson, Bond, Burgis, Coombes, Elford, Grigg, Rathbone, Rotchell, Scawn, Shaw, 19/241

Council **received** Cllrs Ackroyd-Johnson's and Scawn's Declaration of Acceptance of Office 19/242

3. To receive Apologies for absence with reasons

none 19/243

4. To receive Declarations of Interest & Approve Dispensations

none 19/244

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

1 member of the public and 1 member of the press attended. 19/245

5. To receive and approve the Minutes of:

It was **resolved** to approve the minutes of the Ordinary Meeting 16th April 2019

Proposed: Cllr Bond Seconded: Cllr Rathbone 9-0 (2abs) 19/246

6. To receive Clerk's report

Matters arising from the Minutes. Bird Hide has been completed. Wording for the plaque is with the Enfield Park WG. Town Trust has reported that it is making progress on the OCM 25-year lease and the right of way. Sport England grant application has gone in. Phase 2 play areas tender is now being advertised. Zip wire is broken – one of the top beams has cracked – getting quotes for repair. Clerk liaising with other Clerks regarding library staff; holiday and sickness cover.

19/247

7. Planning

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

PA19/01886. Chandlers Lodge, 13a Clease Road. Mr & Dr Chandler. Construction of 6 metre dropped kerb to create own entrance to property. Cllr Shaw total yellow part more than 6 metres, entry and exit on a blind bend – will be highly dangerous right opposite dark lane and bus stop, pedestrian crossing. Potentially hazardous. Not a safe and clear access. Serious reservations for public safety and a huge illuminated sign. Cllr Rotchell – when the owners were sold the building- the sign for the old care home was to be removed to give them easy access – telegraph pole is in the way, removing the pole is not financially viable. They do need a solution to this problem of access; several possible options were then discussed.

It was **resolved** to **Object** to this application. It is contrary to Policy 27 of CLP; this is not a safe and suitable access. Proposed access is on a blind bend, vehicles would have to swing out into oncoming traffic to enter. This is a main pedestrian pathway for access to the school. Many hazards are in the area - bus stops, junctions with other roads etc.

Proposed: Cllr Shaw Seconded: Cllr Bond 8-0 (3abs) 19/248

PA19/03014. 9 Daws Meadow. Mrs M Valter. Change of use of double garage to form domestic annexe. Cllr Shaw note that it is quite acceptable to have an annexe, but it is not to be used as a separate dwelling. Remains part of the substantive building.

It was **resolved** to Support

Proposed: Cllr Shaw Seconded: Cllr Elford unan 19/249

For Information.

PA19/00444. Land East of 1 Green Meadows Camelford PL32 9UD. **Approved**

PA17/10552. Land East of Suncrest, A39 Helstone, Camelford PL32 9RL. **Appeal Decision - Dismissed.** 19/250

9. Portfolio Reports

a. Mayor's Report – Cllr Hewlett noted successful litter pick – found an ancient crisp packet from 1992. Easter activity Easter egg hunt was very successful and the opening play areas was well attended – beautiful day. Attended 'Creating great green spaces' conference – most interesting was the ROSPA presentation which covered re-assessing our attitude to risk, 19/251

b. Cornwall Councillor's Report – Cllr Rotchell noted attended start of an extra care facility in Looe, and another meeting on population health needs in Cornwall. Trees and planning development meeting – CC has 2 arborists in the planning department. Given Cllr Bond a raft of papers and requirement for replacement trees can go into the NDP. Cabinet meeting yesterday; discussed Smartline project – 3 Coastline housing developments will have environmental sensors installed in each home – will to inform the plans for future CC building project. Discussed eHealth and apps - technology is needed to deliver care. 2000 vacancies in the care profession currently, will need a further 7000 in the future. This includes tracking devices for people in hospital and those with dementia. Camelford Bypass, update – current business case will be ready for the 1st July. He is pleased that part of the Davistow project is £50k towards this scheme. Case will be submitted by 31st July – only bid from Cornwall – 5 bids in the SW at the moment. Could be some drop out as the parent authority has to guarantee 15% of the total bill in support of each business case. The 15% or £6m doesn't exist within CC - but going to cabinet in June; he is hopeful that he will get sufficient support. Still doesn't guarantee the project but strengthens the bid. 19/252

10. Correspondence

a. CC – highways engagement sessions – Cormac deposit facilities at Bodmin. It was resolved that Cllrs Elford, Burgis and Shaw should attend

Proposed: Cllr Coombes Seconded: Cllr Rotchell Unan 19/253

b. Invitations – mayor making at Launceston, Truro and Bodmin 19/254

c. CPRE – Quarterly Magazine 19/255

d. Cornwall Council Planning – condition 3 of PA10/05452 (Cemetery) can be discharged with a new block plan. Cllr Shaw thanked the Clerk. 19/256

11. Agenda Items

a. Conservative Club tables at market place were discussed. Cllr Elford – all those tables are being placed on our land – glass and bottles – not cleaning up after themselves. Dangerous for children. Cllr Rotchell has spoken to the Chairman of the Con club – admits issues with the picnics

tables – clients moving the tables onto the market place. Cllr Rotchell received a complaint over Easter too from the Liberal Club. Could screw the benches to the floor? But this would prevent access to the back of the property. Cllr Ackroyd-Johnson noted that the tables could go around the back of the Riverside Cafe. Cllr Burgis noted that there is a sign that clearly states that glasses outside is not acceptable. Responsibility of the staff to move them back. Staff need to enforce the notices and do not. Clerk to write a letter to the con club.

Proposed: Cllr Burgis Seconded: Cllr Coombes Unan 19/257

b. It was **resolved** to pay £1150 Camelford Hall Grant as budgeted.

Proposed: Cllr Rotchell Seconded: Cllr Elford Unan 19/258

c. To Q4 internal audit will be scheduled with Cllrs Bond and Burgis. 19/259

d. The Strategic Visioning Working Group minutes were **noted**. 198260

i. It was **resolved** that the Council organisational structure 2019 would consist of 22 full council meetings, and 5 working groups; Estate and properties, Staffing, Finance, Events, Strategic and Economic Development.

Proposed: Cllr Rathbone Seconded: Cllr Grigg Unan 19/261

ii. Boundary Commission.

It was **resolved** to respond to the Cornwall Council consultation that:

- No change to the Parish Boundary required
- No need to introduce warding arrangements
- No change required to the current number of Councillors
- To remain known as Camelford Town Council

Cllr Rotchell suggested to say no to any change requests from bordering Parishes.

Proposed: Cllr Rotchell Seconded: Cllr Bond Unan 19/262

e. The schedule of Council meetings for 2019-20 was **agreed**

Proposed: Cllr Bond Seconded: Cllr Elford Unan 19/263

f. It was **resolved to** upon the Gala Tent – complete replacement £1039.97

Proposed: Cllr Shaw Seconded: Cllr Grigg Unan 19/264

g. The Financial Regulations 2019 were **reviewed**, and it was **resolved** to adopt the amendment

Proposed: Cllr Shaw Seconded: Cllr Coombes Unan 19/265

h. It was **resolved** to have a lighting rig and lights provided by Event Tec - £200

Proposed: Cllr Elford Seconded: Cllr Coombes Unan 19/266

i. Utility provider for the Library. Next agenda – Clerk to look companies providing green energy/renewables.

12. To Elect Working Group Members

As decided in 11d. agenda items. It was **resolved** to elect the following members to:

Estates and Properties - Cllrs Hewlett, Bond, Coombes, Elford, Grigg, Shaw.

Staffing – Cllrs Hewlett, Ackroyd-Johnson, Rotchell, Scawn.

Finance – Cllrs Hewlett, Ackroyd-Johnson, Coombes Rotchell, Scawn, Shaw.

Events – Cllrs Hewlett, Ackroyd-Johnson, Bond, Burgis, Grigg, Rathbone

Strategic and Economic Development – Cllrs Hewlett, Burgis, Coombes, Elford, Grigg, Rathbone, Shaw.

Proposed: Cllr Rathbone Seconded: Cllr Elford Unan 19/267

11. Accounts

a. Balances at 26th April were **noted**

Current Account £111,930.81

Tracker Account £51,311.17

NS&I £41,543.78

CCLA £80,000.00

19/268

b. It was **resolved** to use direct debit for regular variable payments

Proposed: Cllr Hewlett Seconded: Cllr Elford 10-1 declared carried 19/269

c. It was **resolved** to use online banking to pay accounts outstanding where possible

Proposed: Cllr Rathbone Seconded: Cllr Bond 10-0 (1 abs) 19/270

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

Voipfone Telephone and broadband Debit £50.00

British Gas Enfield Park Electricity DD 60.75

Co-op Prizes for Brownies – mayors allowance debit £24.20

Camelot Garage Fuel for maintenance BACS £42.09

Cllr Rathbone	Sweets for litter pick – mayors allowance	BACS	£10.00
Microsoft	Cloud Backup	DD	£1.99
Tamar trading	Timber for bird hide	BACS	£340.48
B&M	Prizes for Egg Hunt – events	debit	£13.10
Seadog It	Web hosting	DD	£25
Autobank	Van repayment	DD	£230.61
Voipfone	Renewal Callgroup/extensions	DD	£8.40
Yestiserve	Alarm System – Library	BACS	£534.00
Yestiserve	CCTV Enfield Park x2	BACS	£186.12
J Toms & Sons	Timber – Oak for benches	BACS	£74.20
Barclays	Bank Charges	DD	£7.15
SWW	Library water/sewage	DD	£20.57
		TOTAL	£1628.66
Proposed: Cllr Rotchell	Seconded: Cllr Elford	Unan	19/271

Income was **noted**

Barclays	Complaint – compensation	AC	£50
Community Emergency Plan	Balance of Grant	AC	£400
C Rice	Allotments 46/47	cash	£44.00
C Kidd	Allotments 27/28	cash	£44.00
H Priest	Allotments	cash	£22.00
K Spoyanov	Allotments	cash	£22.00
L Coshall	Allotments	cash	£22.00
T Orford	Allotments	cash	£44.00
		TOTAL	£648
			19/272

13. 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; Strategic Investments, Staffing, Contracts

Proposed: Cllr Burgis **Seconded: Bond** **Unan** **19/272**

a. A potential strategic investment in Camelford was **discussed**. It was **resolved** that the Clerk acquire the accounts and request information from a third party.

Proposed: Cllr Coombes **Seconded: Cllr Bond** **Unan** **19/273**

b. The Staffing Committee minutes were **noted**.

i. **It was resolved** that CTC would consider work experience as a matter of principle from young people from Camelford.

Proposed: Cllr Bond **Seconded: Cllr Grigg** **Unan** **19/274**

ii. It was resolved that CTC would enter into negotiations with Cormac regarding staff.

Proposed: Cllr Rathbone **Seconded: Cllr Burgis** **9-0 (2 abs)** **19/275**

iii. It was **resolved** that CTC would pay 1-hour overtime pcm to staff; to open/shut public toilet on a Sunday.

Proposed: Cllr Bond **Seconded: Cllr Burgis** **10-0 (1 abs)** **19/276**

iv. It was resolved that a policy for parental leave was not required as should be managed flexibly by the Clerk.

Proposed: Cllr Elford **Seconded: Cllr Burgis** **unan** **19/277**

c. It was **resolved** to contract with Zurich insurance on a 3-year term from the quotes provided.

Proposed: Cllr Coombes **Seconded: Cllr Burgis** **unan** **19/278**

d. It was **resolved** to accept quote for CCTV for Churchfield and extra cameras for Enfield Park £1601.79 from Yetiserve, and £85 for SSE to split the electrics in the lamppost.

Proposed: Cllr Bond **Seconded: Cllr Rotchell** **unan** **19/238**

e. Q4 Expenditure to Budget (including salaries) was **reviewed**.

14. To note items for 21st May 2019 Agenda.

Councillor badges/lanyard, Utilities for library

The Mayor closed the meeting at 21.05