



TO MEMBERS OF THE COUNCIL:

Councillors: C Hewlett (Mayor), R Rotchell (Deputy Mayor), A Ackroyd-Johnson, S Bond, A Burgis, M Coombes, S Elford, E Grigg, L Rathbone, A Scawn, A Shaw

Dear Members

I hereby give you notice that an Ordinary Meeting of Camelford Town Council will be held on **Thursday 6th February 2020 at Town Hall, Market Place, Camelford at 7.00pm.**

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours sincerely,

Esther Greig

Esther Greig, Town Clerk.

Press and Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

-
1. **To note Councillors present**
 2. **To receive Apologies for absence with reasons**
 3. **To receive Declarations of Interest & Approve Dispensations**
 4. **Public question time** (15 minutes allowed for this)
 5. **To receive and approve the Minutes of:**
Ordinary Meeting 21st January 2020 (attached).
 6. **To receive Clerk's report**
Matters arising from the Minutes. More vandalism to new shelter in Park.
 7. **Planning**
Any late applications will be discussed under this section.
 - a. To **discuss** and **make a consultee comment** on the following applications:
 - PA19/11158. Bowood Park, Lanteglos. Mr J Bailey AMP Clean Energy.** Installation of a replacement containerised biomass boiler system.
 - PA20/00256. Great Tregath. Craig Blackburn.** Certificate of lawfulness for existing Biomass boiler located inside workshop barn serving three residential properties.
 - PA20/00417. Lorien, Fore Street. Mr Paul Morris.** Application to fell a Scots Pine (T1) within a conservation area.
 - PA20/00473 Trewen. Lanteglos. Mr Matthew Gynn.** Construction of a covered yard.
 - Renewal of Street Trading consent.** Layby north of Camelford. Hanger Management
 - b. To **resolve** whether to add comments, or modify/withdraw CTC previous representation to PA19/0387 due to appeal to the inspectorate

For Information

- PA19/09648.** Fenterwanson Cottage, St. Teath. Mr and Mrs George Field. **Approved**
PA19/10505. Penmara Barn, Trewen. Mrs Margaret Schwarz. **Approved**

8. Portfolio Reports

- a. Mayor's Report – Cllr Hewlett
- b. Camelford Network Area Panel Meeting – Cllr Hewlett
- c. County Councillor's Report – Cllr Rotchell

9. Correspondence

- a. Letter from Resident request for Feasibility study to be undertaken by Council to extend the Camel Trail as part of the bypass advantages.
- b. To note minutes from Camelford Hall Committee Meeting.
- c. Cornwall Council – notification of consultation Cornwall design guide and streetscape design guide
- d. Cornwall Council – notification of consultation on 2020 Off-Street Parking Order.

10. Agenda Items

- a. To **discuss** Annual Parish Meeting Agenda.
- b. To **resolve** on some rewiring work in Public Toilet Maintenance room - £248.00
- c. To **resolve** to sign Local Maintenance Partnership agreement
- d. To **note** SEPP Working Group Meeting minutes.
 - i. To **resolve** on concept of Pet Cemetery, Garden of Remembrance, Map of plots, Columbarium
 - ii. To **resolve** on memorial tree area for burial of ashes – green burial for cremated remains.
- e. To **resolve** to adopt the Cemetery Regulations
- f. To **resolve** upon a response to the A39 Atlantic Highway Improvement – Camelford
- g. To **review** Q3 Finance Report January 2020
- h. To **resolve** to accept quote from Peter Wonnacott regarding planning application at OCM - £1945 + VAT and £462 CC planning fees

11. Accounts

- a. To **note** Balances at 28th January 2020

Current Account	£74,474.35
Tracker Account	£51,382.25
NS&I	£42,179.82
CCLA	£80,000.00

- b. To **resolve** to authorise the payments of Accounts Outstanding

Freestyle	Balance phase 1 OCM	BACS	£3,430.50
Microsoft One Drive	Cloud Storage	DD	£1.99
Barclays	Bank charges	DD	£13.17
Seadog IT	Site security – annual license	BACS	£85.00
Perran Skips	8yd general waste skip	BACS	£348.00
Celebration Pyrotechnics	Fire Works display Nov 2019	BACS	£1889.04
Paragon ID	Parking Tickets	BACS	£145.20
Wicksteed	Enfield Park Play area	BACS	£37,429.44
Amazon Marketplace	Emergency Grab Bags	Debit	£441.71
Town Trust	Library Rent	DD	£469.79
Autobank	Van repayment	DD	£230.61
Seadog IT	Web hosting	DD	£25.00
Amazon Marketplace	Office supplies	Debit	£15.72
Amazon Marketplace	Office supplies	Debit	£11.98
		TOTAL	£44,537.15

- b. To **note** Income

NS&I	Annual Interest	AC	£334.76
Cornwall Council	Q3 Agency Fee	AC	£21.30
Post Office Counter	Car park ticket income	AC	£143.70
HMRC	VAT Reclaim	AC	£1774.12
Post Office Counter	Car park ticket income	Cash	£61.50
Post Office Counter	Shelter repair	Cash	£30.00
Revival Books	Book Sales	AC	35.05
		TOTAL	£2,400.43

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

To **resolve** 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; staffing, grant contracts.

- a. To **review** Sponsorship Agreement for Saputo and **resolve** to **sign**.
- b. To **review** Award Agreement for Sport England and **resolve** to **sign**

- c. To **review** Q3 Finance Report January 2020 – confidential staffing information
- d. Staff leaver – final payment – to **resolve** to pay in this payment run.

13. To note items for 6th February 2020 Agenda.



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig, BA (Hons) CILCA
Town Hall
Market Place
Camelford
Cornwall

PL32 9PD

01840 212880
clerk@camelford-tc.gov.uk
www.camelford-tc.gov.uk

Ordinary Council Meeting – 21st January 2020

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

1. To note Councillors present

Cllr Hewlett (Mayor) opened the meeting at 7.00pm with 8 Councillors present: Cllrs Ackroyd-Johnson, Burgis, Coombes, Elford, Rathbone, Rotchell, Shaw 20/001

2. To receive Apologies for absence with reasons

Cllr Bond and Grigg – personal, Cllr Scawn - business

It was **resolved** to approve the absences

Proposed: Cllr Rathbone Seconded: Cllr Ackroyd-Johnson unan 20/002

3. To receive Declarations of Interest & Approve Dispensations

none 20/003

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

5 members of the public attended. PC Skinner (new beat manager) spoke regarding crime. Camelford has low level anti-social behaviour issues. Is investigating specific persons for the Christmas lights vandalism. Damage to the new shelter in Enfield Park was resolved by community resolution. Very few incidents of any note recently in the Camelford district. Will be out and about - being a visible presence. Cllr Rotchell noted the cyclical nature of vandalism; new age groups coming through – meaning when there is an incident; it needs to be dealt with swiftly and effectively. PC Skinner requested that all incidents are reported on 101. Gets logged on the system, even if there isn't any CCTV or Witnesses.

Dan Mitchell – planning agent. Spoke regarding PA19/09648. Officer raising concerns about the extra dormers – they have been accepted on one elevation, but not on the other side. Trying to match up to make the symmetrical building. 20/004

5. To receive and approve the Minutes of:

It was **resolved** to approve the minutes of the Ordinary Meeting 17th December 2019

Proposed: Cllr Rotchell Seconded: Cllr Shaw unan 20/005

6. To receive Clerk's report

Matters arising from the Minutes. Phase 2 Enfield Park play area snagging. Post box repair to surface completed. Clerk appointed SLCC Cornwall branch National Forum Representative. Getting more shelving put in the Library cupboard to use the space more effectively. Pocket Park grant – it's CC that need to hold funds, not CTC. Regarding planning requirements for OCM phase 2 – DC getting advice from CC and quotes from planning agents/architects. Radon detectors have been installed. Grant Contracts from Sport England and Saputo have been received – Finance WG agenda next week, reminder SEPP meeting on Friday. Reaching communities decision is expected on the 24th Jan but depending on the schedule might be bumped until the 24th February. 20/006

7. Planning

None 20/007

b. A response to officer recommendation on PA19/09648 under 5-day protocol was discussed. Cllr Shaw can understand wanting to normalise roof line from both sides – but velux shouldn't used as it's not a residential building. It's storage and a garage – dormers are not needed. Cllr Rathbone noted not altering the style or raising levels.

It was **resolved** to maintain position of Support

Proposed: Cllr Rathbone **Seconded: Cllr Burgis 5-0 (3 abs inc. Cllr Rotchell)** 20/008

c. SLCC Articles were **noted** – Trees and the Planning system, Camelford Conservation Area/TPO Map
20/009

For Information

PA19/09546. Marshalls, Dark Lane, Mr & Mrs Marshall. **Approved**

PA19/08986. Land East of Trewen Cottage, Lanteglos. Mr R King. **Withdrawn**

Discharge of condition 3 in respect of PA10/05452.

PA19/03466. Land West of 3 Green Meadows. Mr R Biscoombe. **Appeal Dismissed** 20/010

8. Portfolio Reports

a. Mayor's Report – Cllr Hewlett attended carol service at Camelford Hall, Christmas breakfast served over 100, met with residents regarding bypass. Meeting with school regarding the involvement of pupils in town events – issue seems to be staff time and not being able to ask them to work weekends. They are keen to be involved in the VE events. Meeting with climate action group – part of the network priorities – producing some interesting ideas. Potential repair café on Saturdays in one of the technology labs at Sir Jim's as an option. CLLD meeting regarding funding for businesses for post bypass. Bypass drop-in consultations scheduled this week. Thursday 5-8 for landowners and stakeholders.
20/011

b. County Councillor's Report – Cllr Rotchell attended Hallworthy carol service, a cluster of extra care meetings, meetings for budget - no money from central government. Met the MPs – Scott Mann into education. Corporate peer challenge - assessment of performance. Attended Sid Goodman's funeral; was an honoured citizen, standing room only at the Church. Foyer – corresponded with Head of Property Development noting building boarded up and an eyesore – reply received stating completed tender exercise, considering modular properties on this site – 2 or 3 houses on the site, property not suitable for conversion, alternative is demolition – otherwise will sell it. Cllr Rotchell noted if 2 dwellings - where would they park? Quite excited if Co-op moves – reuse the existing building for CTC strategic aims. Bypass CC completed all its initial paperwork – sent off submission in November, DoT sent questions that have been answered. Will know by March the 11th if £0.5m has been allocated in govt budget to develop technical spec. £6.5 million CC match funding is coming from the standard capital projects budget.
20/012

c. Family Hub task and finish group meeting – Cllr Rathbone – will mention Co-op building to Network Manager. Hub needs to leave the primary school imminently. Short term plan to move across to the secondary school. Cost them £36k just to convert a room to office space. Researching population data, expected intake of pupils and considering what would need to be offered to everyone. Pilot run with the mobile library service. Exploring the home education sector. Future economic plan for area. Hub for the community – important thing is the venue. Enthusiasm within the group – really interesting. Cllr Rotchell – funds available to create a new hub; strong case for the new Towns fund. Potential for a broader conversation.
20/013

9. Correspondence

a. Letter from Sport England – confirming £50k grant for OCM. **Noted** 20/014

b. Councils and Clerks Direct magazine. **Noted** 20/015

c. Invitation to Mayor's evening 20th March 7pm Falmouth – St.Petroc's fundraiser. **Noted.** To liaise with Cllr Rotchell. 20/016

10. Agenda Items

a. Cllrs Grigg and Rathbone to undertake Q3 Internal Control Audit. **Noted** 20/017

b. It was **resolved** to **subscribe** to Walkers are Welcome £70.00.

Proposed: Cllr Burgis **Seconded: Cllr Rathbone** **unan** 20/018

Need for membership to be revisited as part of overall marketing strategy later in 2020.

c. It was **resolved** to **renew** First aid at work qualification for DC and MGM £260 + VAT

Proposed: Cllr Elford **Seconded: Cllr Ackroyd Johnson** **unan** 20/019

d. It was **resolved** to join the Institute of Cemetery and Crematorium Management - £95.

Proposed: Cllr Ackroyd-Johnson **Seconded: Cllr Elford** **unan** 20/020

- e. It was **resolved** to **purchase** Cemetery books as per attached list £1191.60 inc VAT.
Proposed: Cllr Rotchell **Seconded: Cllr Coombes** **unan** **20/021**
- f. It was **resolved** to **allow** environment agency to plant 9 Lime trees within Enfield park (removal of 4 trees and replanting 17 in total). Clerk and Cllr Shaw to liaise about placement
Proposed: Cllr Shaw **Seconded: Cllr Rotchell** **unan** **20/022**
- g. It was **resolved** to **adopt** Risk Assessment and Management document 2019/20.
Proposed: Cllr Rathbone **Seconded: Cllr Elford** **unan** **20/023**
- h. Minutes of SEPP Working Group were **noted** **20/024**
- i. It was **resolved** to **agree** that CC can appoint Deborah McCann to undertake the examination of the NDP, as recommended by CC.
Proposed: Cllr Rotchell **Seconded: Cllr Coombes** **unan** **20/025**
- j. It was **resolved** to **hire** a skip for 2 weeks in February £290 + VAT.
Proposed: Cllr Burgis **Seconded: Cllr Shaw** **unan** **20/026**
- k. It was **resolved** to **adopt** the CTC Environmental statement.
Proposed: Cllr Rathbone **Seconded: Cllr Ackroyd-Johnson** **unan** **20/027**
- l. It was **resolved** to **instruct** interceptor cleansing in Churchfield car park. £depends on contents.
Proposed: Cllr Elford **Seconded: Cllr Rotchell** **unan** **20/028**
- m. It was **resolved** to purchase 3 grab bags under the community emergency plan (from grant received from CC) £436.30 + VAT
Proposed: Cllr Rotchell **Seconded: Cllr Coombes** **8-1 (Cllr Shaw)** **20/029**
- n. It was **resolved** to instruct Cormac to undertake tree inspection in Enfield Park and Churchfield Car Park. £695.00
Proposed: Cllr Rotchell **Seconded: Cllr Elford** **8-1 (Cllr Shaw)** **20/030**
Clerk noted that public and high-risk areas need to be inspected more often than previously (every 3 year) due to recent case law.
- o. It was **resolved** not to adopt Trewalder phone box.
Proposed: Cllr Rathbone **Seconded: Cllr Shaw** **unan** **20/031**
Cllr Rathbone noted that the Advent phone box is now a charity and owned via the Community Heartbeat Trust. Cllr Rathbone – will forward information to Clerk to send onto the residents.

11. Accounts

a. Balances at 14th January 2020 were **noted**

Current Account	£66,953.46		
Tracker Account	£51,382.25		
NS&I	£41,543.78		
CCLA	£80,000.00		20/032

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

Staff	January Wages + expenses	BACS	£6,916.22
HMRC	January Tax & NI	BACS	£2,011.54
Cornwall Pensions	January Pension contributions	BACS	£2,102.17
Spar	Newspapers and office supplies	Debit	£131.52
Voiphone	Telephone x2	DD	£16.80
Seadog IT	Website hosting x 2	DD	£50.00
Zurich Municipal	Insurance – additional assets	BACS	£95.63
Camelot Garage	fuel for maintenance equipment	BACS	£30.00
Elite Industrial Supplies	PPE for maintenance team	BACS	£52.43
R Sleep Ltd	Maintenance supplies	BACS	£28.59
British Gas	Enfield Park Electricity	DD	£54.93
Bunzl Cleaning Supplies	Clear bin bags	BACS	£36.79
Amazon	First Aid Supplies	Debit	26.87
Secure Trading	Radon Detectors	Debit	£51.60
Stephens Home Hardware	Maintenance supplies	BACS	£24.45
CSA Architects	Cemetery lay out drawing	BACS	£498.60
Viking	Office supplies	BACS	£20.43
Badgemaster	Lanyards/ID cards	BACS	£162.90
Barclays	Bank charges	DD	£15.13
Jag Signs	Additional Station sign	BACS	£224.34
Post Office	Registered postage	Debit	£2.03
Microsoft One Drive	Cloud Storage	DD	£1.99

Jag Signs	CTC Flag	BACS	£152.34
Cormac	Wallgate repair – public toilets	BACS	£202.60
Bunzl Cleaning Supplies	Public toilet supplies	BACS	£121.31
Plus net	Telephone and broadband	DD	£38.40
A Lawler	Service contract	DD	£40.00
Cornwall Council	Churchfield car park rates	DD	£435.00
Pennon Water	Public toilets water	DD	£133.50
Pennon Water	Library water	DD	£39.50
Positive Energy	Library electricity Jan	DD	£198.72
Positive Energy	Library electricity Jan	DD	£165.26
Autobank	Van repayment	DD	£230.61
Town Trust	Library Rent	DD	£469.79
Positive Energy	Library electricity meter 2 x5	DD	£677.13
	TOTAL		£15,459.52
Proposed: Cllr Rotchell	Seconded: Cllr Rathbone	Unan	20/033
Income was noted			
Cormac	credit – overpayment Oct	BACS	£0.40
Post Office Counter	Car park ticket income	Cash	£66.70
Post Office Counter	Winter festival	cash	£107.00
Post Office Counter	Car park ticket income + map	cash	£216.70
Post Office Counter	Car park ticket income	cash	£66.00
Jag Signs	Credit – invoice	AC	£95.04
Npower	Library Electricity - refund	AC	£110.56
GWR	Balance of Grant for Enfield Park	AC	£20,000.00
	TOTAL		£20,662.40
			20/034

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; staffing, budget, contracts.

- Proposed: Cllr Burgis** **Seconded: Cllr Rathbone** **unan** **20/034**
- a. The contract for new Saturday Library Assistant was **reviewed** and it was **resolved to sign**.
- Proposed: Cllr Coombes** **Seconded: Cllr Ackroyd-Johnson** **unan** **20/035**
- b. The 4 quotes for Zipwire replacement were **reviewed** and it was **resolved to instruct** Schoolscapes to install equipment in April and All-in-One building services to complete the groundworks.
- Proposed: Cllr Rathbone** **Seconded: Cllr Elford** **unan** **20/036**
- c. The 3 quotes for Broadwood Steps replacement were **reviewed** and it was **resolved to instruct** Paul Dewhurst to install steps in April using recycled plastic risers
- Proposed: Cllr Elford** **Seconded: Cllr Rathbone** **unan** **20/037**
- d. Letter to Council from a minor.

13. To note items for 6th February 2020 Agenda.

The Mayor closed the meeting at 20:23.

Camelford Town Council
6 Market Place
CAMELFORD PL32 9TB

26th January 2020

Dear Councillors

Camelford Town Improvement

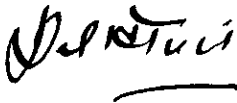
Having viewed the presentation on the Camelford Bypass this weekend, the questionnaire asked for other proposals which might be of advantage to the Town.

I would earnestly ask the Council to discuss a request for a feasibility study to be undertaken by Cornwall Council to extend the Camel Trail into the Town.

Just think of the benefits such an asset would bring to the prosperity and kudos of Camelford. The national "sustrans" already runs into Camelford. Wadebridge and Bodmin have gained considerably from the Camel Trail, Camelford surely deserves some of the same!

Yours sincerely

David Pierce



CAMELFORD HALL COMMITTEE MEETING

Thursday, 24th October 2019

7.30pm.

Item 1. Present:

J. Pearce, Chairman. (JP), M. Shillaber, Vice Chairman. (MS), J. Ahern, Treasurer. (JA), J. Metters, Booking secretary, (JM), S. Theobald, Secretary. (ST), K. Corner, (KC), K. Smeeth, (KS), L. Taylor, (LT), D. Taylor (DT), J. Sleeman, (JS), L. Rowe, (LR), J. Burnard, (JB), Apologies received from S. Bond, Camelford Town Council.

Item 2.

The minutes of the meeting held on 4th July 2019 were approved and signed by the chairman.

Item 3.

It was noted that L. Rowe had been present at the meeting held on 4th July 2019 but had not signed the attendance sheet.

Item 4.

The chairman wished to thank all those who had worked so hard making improvements to the hall, especially the front doors, new 'Camelford Hall' sign and lighting. JP felt it was necessary to put a form of emergency contact procedure in place to avoid the need to call a full meeting each time a decision was called for, such as small purchases required, replacement items needed or labour quote received. It was proposed by JP that e-mail be used to contact committee members, agreed. Any sum under £500 should only require executive committee approval. MS proposed acceptance of this proposal, seconded by KS and agreed to unanimously.

Item 5.

JA presented a healthy set of accounts, which showed £17,837.15 in the current account, but she said that an expenditure of £6,262.65 (approx) was to be expected for the purchase of the new cooker, new microwave and other sundry items to complete the refurbishment of the kitchen. The deposit account balance stood at £3,816.74.

Item 6.

JM reported good booking figures with some 35 regular bookings per month. Cornwall Council were booking the hall and conference room and party bookings were steady. JM requested that the door entry code be changed. This was agreed to.

It was suggested that the Christmas 'breakfast' should be held again this year, all agreed.

Item 7.

Having investigated several options to re-surface the side path and found them to be too expensive, it was agreed the secretary should seek a price to lay heavy duty rubber grass matting to cover the area. Agreed. It was felt a gate should be fitted to stop dogs going down the side of the hall and fouling the area. Proposed by JB, seconded by LR, and agreed unanimously, Bob Metters be asked to construct and hang a gate to close off this area.

The new sign over the hall was a great improvement as was the lighting over, although this was currently experiencing some problems which would be sorted out in due course.

Item 8.

JM and JA had identified a cooker which they felt would meet the needs when catering for large bookings. At a cost of £850 approx. it was proposed by JS, seconded by JB that the purchase be made. Agreed unanimously. It was to be hoped the old cooker would be removed free of charge. It was proposed by DT, seconded by KS that a new 'fridge should also be purchased at a nominal

cost of £850 +VAT. This was agreed by all.

The new hot water boiler, priced at £750 and installed by S. Goodman (Plumber) was considered. A proposal to purchase was made by LT and seconded by JB and agreed by all.

It was proposed by DT, seconded by JS that 150 new mugs be purchased from Sainsburys as the mugs currently in use had a tendency to stain and look unsightly. Agreed unanimously.

Item 9.

The contract between Little Acorns Nursery and Camelford Hall had been reviewed, a small rental increase, from January 2020, had been agreed. It was also agreed to investigate the possibility of installing a small kitchen exclusively for nursery use. All agreed this would be a good idea.

Item 10.

It was agreed that as many members of this committee as were available should meet at 1.30pm on December 1st to decorate the hall for Christmas.

Item 11.

Under any other business JS reported the Top Town Memory Cafe had purchased a wheelchair for members' use and sought permission for it to be stored in the hall. This was granted with pleasure.

The programme of meetings in 2020 was agreed: 30th January, 23rd April, 16th July (AGM and Committee, 8pm), 22nd October, all at 7.30pm.

Future refurbishment to be considered: Gents toilets, re-line walls (in mint green), investigate cost of three (3) hand driers, install new 'pee' traps, re-paint entrance lobby. Agreed.

There being no further business, the meeting closed at 9.15pm.

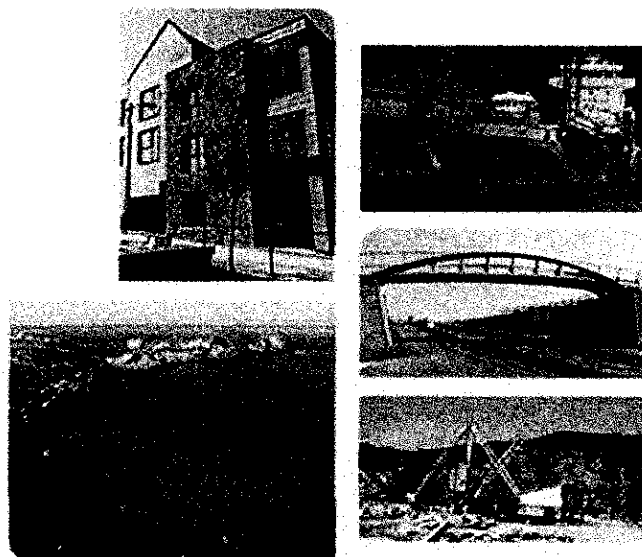
Clerk

From: Rubin Emily <Emily.Rubin@cornwall.gov.uk> on behalf of EP&E Local Plan <localplan@cornwall.gov.uk>
Sent: 20 January 2020 09:06
To: EP&E Local Plan
Subject: Consultation Notification: Cornwall Design Guide & Cornwall Streetscape Design Guide

Information Classification: PUBLIC

Planning Policy Team

- 20 January 2020



Dear Consultee,

draft Cornwall Design Guide & draft Cornwall Streetscape Design Guide

Cornwall Council has published a new draft Cornwall Design Guide and a new draft Cornwall Streetscape Design Guide for a six week consultation period from Monday 20th January to Monday 2nd March 2020. Both documents can be viewed alongside further information at www.cornwall.gov.uk/designguide.

- Draft Cornwall Design Guide: The new Design Guide refreshes the current Design Guide to boost design quality, with particular emphasis on environmental growth, health & wellbeing, inclusivity and climate change resilience. It strongly encourages applicants to consider the site context, engage with stakeholders and Cornwall Council from the outset and demonstrate how the site analysis and feedback have shaped proposals. Each topic sets out a number of outcomes that we will be seeking in new development, with innovative design solutions specifically encouraged. The document has an interactive format with a new Design & Access Statement template and links to additional information

Esther Greig
Clerk of Camelford Town Council
Town Hall
Market Place
Camelford
Cornwall
PL32 9PB

Your ref:
My ref: 2020 Parking Order
Date: 28th January 2020

Dear Camelford Town Council

2020 Off-Street Parking Order

Cornwall Council is proposing to make a new Off-Street Parking Order, and in doing so make some alterations to car park operations and charges. Attached is the formal notice which sets out the proposed changes.

You can read more about the proposals on our website www.cornwall.gov.uk

If you have any comments to make on the proposals I would be grateful to receive them no later than:

19th February 2020

To respond to this proposal, you can either:

1. Visit our website - www.cornwall.gov.uk/TrafficConsult once registered you will be able to submit your response.
2. Email Parking Services on parking@cornwall.gov.uk, quoting the above title and indicating your support or objection to the proposals.
3. Respond in writing using the attached Response Form, indicating your support or objection to the proposals and return it to the address shown at the foot of the form.

If you wish to discuss any aspect of this, please contact me.

Yours faithfully
Ken Polmouter
Operations Manager, Parking
Parking Services – Economy, Enterprise and Environment
Tel: 0300 1234 222
Email: parking@cornwall.gov.uk



The Cornwall Council (Off Street Parking Places) Order 2020

Notice is hereby given that Cornwall Council proposes to make a new Order under Section 35(1) of the Road Traffic Regulation Act 1984, in accordance with Schedule 9 of the Act.

The proposed Order will revoke and replace The Cornwall Council (Off Street Parking Places) Order 2019, whilst also making the following amendments:

1. Vary the parking charges in all Cornwall Council chargeable car parks.
2. Extend the overnight motorhome prohibition to the following car parks:
 - New Polzeath, Polzeath
 - Reppers Coombe, St Agnes
 - Harbour, Newquay
3. The following car park will be revoked from the Order as it will no longer be in the Council's control:
 - Blunts, Saltash
4. Following requests from the Council's Maritime Service the following car park will be added to the Order:
 - Slipway, St Ives
 - Penzance Maritime, Penzance

This Notice is intended to provide an indication of the Order's provisions. A copy of the draft Order, may be inspected at any Cornwall Council One Stop Shop (check locally for opening times) using the public access computers. Copies may also be viewed at – **www.cornwall.gov.uk/TrafficConsult**

Representations (objection or support) to the proposed Order should be in writing and received by **19th February 2020** - addressed to: **Parking Services, PO Box 664, Truro, Cornwall, TR1 9DH**, to **parking@cornwall.gov.uk** or via the above website.

Response Form

Scheme Name: 2020 Off-Street Parking Order

Start of Response Period: 29th January 2020

End of Response Period: 19th February 2020

Title: Mr Mrs Miss Ms Other

Name:
Please print in block capitals

Organisation:
(if applicable)

Address:
.....
.....

Postcode:

E-mail:
.....

Date: / /
DD MM YYYY

1. What is your view on this scheme? **Support** **Object**
(please tick one)

2. Please use the box below to provide any comments you have with regards to these proposals. If you wish to object, you **must** state your reasons for doing so.

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Please continue overleaf if necessary

Please return this form to: Parking Services , PO BOX 664, Truro, Cornwall, TR1 9DH

Data Protection and Freedom of Information Notice

Any information which you may provide in response to this proposal shall be processed by Cornwall Council in accordance with the Data Protection Act 1998 and GDPR 2018 for the purposes of processing this proposal.

Please note that it may be necessary for the Council to include any information you provide in publicly available documents or to disclose it to third parties under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004. Please contact the above if you have any concerns or queries regarding the processing of your information.



Beiran Martlew
The Old Rectory
St Juliot
Boscastle
PL35 0BT
0773 801 0099

Mr B Martlew
Bank: Santander
Sort Code: 09-01-27
Account No. 06095255

Date: 22/01/2020

Quote Ref: CamelfordCouncilStore 22012020

Camelford Town Council

Location: Camelford Store (Toilet Block)

Quotes for supply and installation of the following:

Find and fix/rewire Lighting - Repair CCTV interruption

Quote: £100.00

4 no. Double socket points next to existing socket outlet (Due to 9x plugs fitted to extensions)

Quote: £148.00

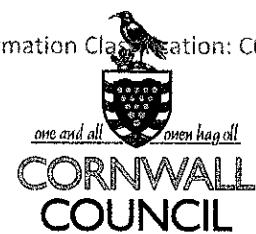
Quote Total: £248.00

Kind Regards

Beiran Martlew



Terms: Quote valid 30 days.



Ms E Greig
Town Clerk - Camelford
Town Hall
Market Place
CAMELFORD
Cornwall
PL32 9PD

Your ref:

My ref: LMP 2020

Date: 24 January 2020

Dear Ms Grieg

Camelford Town Council - Local Maintenance Partnership 2020 – 21

Thank you for your continued support with this excellent initiative. I have pleasure in providing you with information for the Local Maintenance Partnership programme for 2020-21.

This funding is specifically for the cutting of vegetation that grows along the surface of Public Rights of Way. The rate available for the cutting of the network has increased 2 percent from that in 2019.

I am therefore pleased to offer you £700.19 for the cutting of Public Rights of Way in your parish.

A Frequently Asked Questions summary has been included in this offer pack.

Please find enclosed:

- **Parish Schedule** – schedule of cutting lengths and eligible costs.
- **Contractor summary of cutting** – this details cutting lengths only; please copy as necessary and pass to your contractor asking them to note the dates that they undertake each cut and return it to you with their invoice.
- **Digitised Public Rights of Way Maps** - illustrating the Gold, Silver and Bronze path cutting regimes for the Parish. Please make these available to your contractor to use with their schedule so that they can locate areas that require cutting.
- **Information Sheets** - LMP Frequently Asked Questions, Risk Management Note for the Local Maintenance Partnership and Small Works Contract.
- **Invoice Template** – Please use this template when you are ready to submit your invoice.
- **Acceptance of offer form** – To be signed and returned confirming your acceptance.

Cornwall Council,
Pydar House,
Pydar Street,
Truro, TR1 1XU
Tel: 0300 1234 100
www.cornwall.gov.uk

If you would like to accept this offer, sign your acceptance form and return it to me within one month of the date of this letter.

Either scan and email your acceptance to environmentservice@cornwall.gov.uk

or

post to:

Environment Service
Neighbourhoods Directorate,
Cornwall Council, Level 4A,
Pydar House,
Pydar Street,
Truro,
TR1 1XU

On receipt of your acceptance we will send you a Purchase Order.

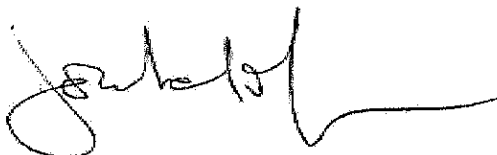
You will need to invoice us for the funds and you can submit your invoice after each full cut of the paths in your parish or submit one after the final cutting is complete. Your invoice must be supported by copies of your contractor invoices and their completed cutting schedule.

We look forward to continuing to work in partnership with you. The Chair and Vice-Chair of Cornwall Countryside Access Forum, Kay Driver and Robert Fraser, are pleased to support this initiative. The Forum is an organisation which is independent of Cornwall Council and advises the Council on improving access to the countryside. Further information about the Forum is available on the Council's website.

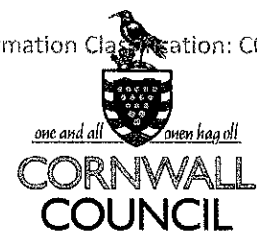
<http://www.cornwall.gov.uk/environment-and-planning/countryside/cornwall-countryside-access-forum/>

If you have any questions about the scheme in general please do not hesitate to contact me.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Donald Martin', with a long horizontal flourish extending to the right.

Donald Martin
Countryside Team Leader
Natural Environment Service
Cornwall Council



Offer of Grant: Local Maintenance Partnership (LMP) / SWCP cutting 2020

Camelford Town Council Acceptance

We accept Cornwall Council's offer dated 24th January 2020 and agree to comply with the conditions of the offer.

We wish to undertake: LMP Cutting SWCP Cutting (Tick as appropriate)

Signed on behalf of Camelford Town Council

Name in Capitals:.....

Position:

Signature:.....

Date:.....

Please return this form to;

Scan and email to environmentsservice@cornwall.gov.uk

or

Post to

Environment Service
Neighbourhoods Directorate,
Cornwall Council, Level 4A,
Pydar House,
Pydar Street,
Truro,
TR1 1XU

Cornwall Council,
Pydar House,
Pydar Street,
Truro, TR1 1XU
Tel: 0300 1234 100
www.cornwall.gov.uk

Please complete the cutting date for each path and note any issues relevant to the cutting

2020/2021: Camelford

Contractor Cutting Schedule: Gold Paths Requiring 1 Cut per Year

Parish Number	Status	Path Number	Link Number	SSSI	Length (m)	Date of Cut	Notes
507	Bridleway	23	1	no	125		

Please complete the cutting date for each path and note any issues relevant to the cutting

2020/2021: Camelford

Contractor Cutting Schedule: Isolated Gates or Stiles Requiring 1 Cut per Year

Parish Number	Status	Path Number	Link Number	1 Cut or 2	SSSI	Date of 1st Cut	Notes
507	Bridleway	23	1	1	no		

The Parish to decide if Silver paths require cutting, if path is cut please complete date and note any issues relevant to the cutting

2020/2021: Camelford

Contractor Cutting Schedule: Silver Paths, to be cut at discretion of Parish

Parish Number	Status	Path Number	Link Number	Length (m)	Date of Cut	Notes
507	Footpath	1	1	633.01		
507	Footpath	2	1	1259.27		
507	Footpath	3	1	236.19		
507	Footpath	4	1	507.95		
507	Footpath	8	1	458.91		
507	Footpath	16	1	264.88		
507	Footpath	18	1	383.07		



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig
Town Hall
Market Place
Camelford
Cornwall
PL32 9PD

01840 212880
clerk@camelford-tc.gov.uk
www.camelford-tc.gov.uk

Minutes of the SEPP Working Group Meeting – 24th January 2020

1. Members Present and apologies

AB AS CH SE MC, Clerk. Apologies: EG, TMc, LR

2. Jenny Christie, CC Senior Environment Officer spoke regarding Environmental Pilot project on Environmental Growth. Clerk will forward the presentation on receipt. N.B Jenny spent 90 mins looking at the Cemetery and Enfield park.

3. Previous minutes of SEPP Working Group were reviewed. Update: Maps will be designed in March and noticeboards options are being costed/looked at by DC. Advertising will be sought around the edge of the main map once design has been agreed by Council. Walkers are Welcome - colour coded routes and final drafts are being organised currently. OCM – planning permission for café set-up will be applied for once heard regarding Reaching communities. Beating the bounds, DC will liaise with Councillors and public to get precise map of route and current ownership before Easter. Business forum -not sure what the latest is with it.

4. Cemetery regulations and memorial policy were reviewed. Fees for memorials; allowing burials out of sequence; allowing pre-purchase graves; separate grant of rights for memorials.to finance WG.

5. Recommendations to FC concept of pet cemetery; allocated area for a garden of remembrance with plaque board for those that are only scattering ashes; installation of a columbarium, tree memorial area for cremations, map of plots. Being mindful of the costs of burial and having several options for different budgets.

6. Cllr Rathbone noted to the Clerk (prior to this meeting) that the Helston TC Climate policy covers a lot of what CTC has already done or intends to do. Cllr Hewlett noted that there were some suggestions within the document that could be useful; if Helston are doing it.

8. Date and Items for next meeting.

Friday 6th March 10am.

Tourism/marketing/cycle path previous paperwork
civic events policy

To set up meetings with the sexton and stonemason.



CAMELFORD TOWN COUNCIL

CAMELFORD CEMETERY CAMELFORD

REGULATIONS

2020

CAMELFORD COUNCIL CEMETERY, CAMELFORD

Camelford Town Council (CTC) welcomes all visitors to the Cemetery and you are requested to respect the peace and dignity of the facility.

The Cemetery is managed and operated by CTC in accordance with the Local Authorities' Cemeteries Order (LACO) 1977, as amended by the Local Authorities' (Amendment) Order 1984 and such other regulations as may be made by the Secretary of State for the Department of Justice, from time to time.

MANAGEMENT OF THE CEMETERY

1. All persons entering the Cemetery will be subject to the orders and control of CTC or any person authorised by CTC.

2. All persons shall conduct themselves in a decent, quiet and orderly manner and are reminded of the provisions of the LACO article 18 (1):

No person shall:

- (a) Wilfully create any disturbance in a Cemetery;
- (b) Commit any nuisance in a Cemetery;
- (c) Wilfully interfere with any burial taking place in a Cemetery;
- (d) Wilfully interfere with any grave or vault, any tombstone or other memorial or any flowers or plants on any grave, or
- (e) Play at any game or sport in a Cemetery.
- (f) No cycling in a Cemetery.

3. The Cemetery shall be closed between the hours of sunset and sunrise daily.

4. Community Orchard. The Council may, from time to time, organise its' own events in the orchard.

5. Visitors to the Cemetery shall not unreasonably interrupt CTC's employees at their duties or employ them to execute private works within the Cemetery or extend to them any gratuity. All enquiries, complaints and requests by members of the public must be made to the office of CTC and not to CTC employees in the Cemetery

4. Dogs shall not be admitted unless on a leash and kept under close control.

5. Children (e.g. under the age of 12 years) are not permitted in the Cemetery - except under the care and supervision of a responsible person.

6. No person shall sell or offer or expose for sale any article, commodity or thing of any kind whatsoever or solicit for orders from the same, within the Cemetery.

7. No burial shall take place and no monument shall be placed in the Cemetery, nor shall any additional inscription be made on a monument or memorial, without the prior written consent of CTC.

CAMELFORD COUNCIL CEMETERY, CAMELFORD

INTERMENTS

- 8.** All applications for interments must be submitted on the prescribed form or notice to CTC at least 48 hours prior to the appointed time of the interment.
- 9.** The application for interment must contain full details of the deceased, the proposed interment, the grave to be used and the signature of the owner of the exclusive right of burial if applicable and be accompanied by the appropriate fee for interment.
- 10.** Interments will be permitted on Saturdays before noon by special arrangement and will incur an extra fee.
- 11.** Except in the cases of infectious or contagious disease, no interment shall take place before 10.00am or after 4.00pm or on a Sunday, Good Friday, or Christmas Day.
- 12.** The Funeral Director or person in charge of the funeral arriving after the appointed time must act under the direction of CTC or their authorised person as to when the funeral service may proceed.
- 13.** The person or persons arranging the interment shall be responsible for the attendance of a celebrant, if appropriate, to officiate at the burial service and for payment of any fee to which the celebrant is entitled.
- 14.** Any form of service may be used subject to the approval of CTC. Alternatively, the coffin may be committed without service.
- 15.** A certificate for disposal issued by the Registrar of Births and Deaths or a Coroners Order for Burial or a duplicate copy thereof must be delivered to CTC offices when the funeral cortege arrives at the Cemetery.
- 16.** The responsibility for providing sufficient bearers to carry the coffin reverently from the hearse to the grave, whether mourners are present or not, rests with the Funeral Director or person arranging the funeral.
- 17.** All graves will be prepared by persons employed or contracted by CTC.
- 18.** No body shall be buried in a grave in such a manner that any part of the coffin is less than 900 mm (3 ft) below the level of any ground.
- 19.** No body shall be buried in a grave unless the coffin is effectively separated from any coffin interred in the grave on a previous occasion by means of a layer of earth not less than 150mm (6") thick.
- 20.** Where any grave is re-opened for the purpose of making another burial therein no person shall disturb any human remains interred therein or remove therefrom any soil which is offensive.
- 21.** After interment no body or cremated remains may be removed from a grave without the production of the ecclesiastical faculty and/or Home Office licence for exhumation required by law. The original documents will be required for this purpose.
- 22.** In the case of the re-opening of a private grave the written consent of the owner of the burial rights will be required. Where the owner is previously deceased, the funeral organisers will be responsible for proving legal authority to request that the grave be reopened. No consent is required for the interment of the owner of the Exclusive Right of Burial.
- 23.** No animal remains, or ashes are permitted to be interred in the Cemetery except in the designated area

CAMELFORD COUNCIL CEMETERY, CAMELFORD

EXCLUSIVE RIGHT OF BURIAL

24. The Exclusive Right of Burial in a grave may be purchased at the time of the interment on payment of the appropriate fee and completion of the relevant application form including the signature of the proposed owner.
25. The "Right" is granted for a period of 75 years.
26. The Exclusive Right of Burial entitles the deed holder to determine who is buried in the grave and whether a memorial can be erected on the grave (subject to payment of the relevant fee and permission being granted by CTC).
27. Please inform us of any change of address. As the owner/s of the Exclusive Right of Burial you are responsible to inform CTC of any change of address. If a problem occurs with the grave or memorial and we cannot contact you, we have the right to take whatever action is necessary to put the action right. If this involves a cost to CTC we may ask you to pay this before allowing any further burials in your grave.
28. All such private graves will be initially excavated to the standard depth determined by CTC. CTC cannot be held responsible if, due to the factors outside their control, the full number of interments in a grave cannot be achieved.
29. New graves will be allocated in strict rotation within each section of the Cemetery. Plans showing the grave spaces are kept at CTC's office, where they may be seen during normal office hours of CTC.
30. At the expiration of the 75-year period of the Exclusive Right of Burial the purchaser, or her/his heir or successors, will have the option of renewing the Right, subject to such restrictions and regulations as may be in force at that time. Application should be made for renewal of the Right within twelve months of the expiry of the previous grant.

Where the period of grant of Right of approval has elapsed, and no notification of the intention to renew has been received from the person who held the Right of Burial, CTC may grant a renewed Right of Burial to another person, but before doing so will, where possible, notify the previous owner of the Right, or personal representative, and give option of renewal.

MEMORIALS

31. A monument may only be erected on a grave space within the Cemetery in accordance with these Regulations and upon payment of the appropriate fee. The right to erect a monument rests with the "Exclusive Right of Burial deed-holder", or their next of kin or executor, and will be for the unexpired portion of the grant of Exclusive Right of Burial.
32. A memorial headstone cannot be erected/replaced until six to nine months after the burial to allow the ground to settle. The exception to this is cremation tablets which can be placed immediately, subject to approval.
33. Memorial tablets are not permitted except in the cremation area.
34. All works to memorials, including re-fixing and refurbishment must be carried out under the supervision of a mason who is a registered approved contractor, a member of the BRAMM or NAMM scheme and in strict accordance with the BS8415 and the NAMM code of practice.
35. Any contractor working in the Cemetery must have public and public liability insurance of at least £5,000,000 and provide CTC with supporting paperwork to confirm this on an annual basis.

CAMELFORD COUNCIL CEMETERY, CAMELFORD

36. Applications for approval to place a new memorial in the Cemetery, alter or add to any inscription, or replace, add to or remove from the Cemetery any monument, must be submitted to CTC on the appropriate Memorial Application Form, provided by CTC.

Such notice must be submitted at least two weeks in advance of the proposed date of erection and must include: -

- (i) The grave number and name of the deceased;
- (ii) In the case of a new monument, a drawing of the monument and its specification, including the type, colour and finish (i.e. polished, honed etc.) of the material (natural stone) to be used, and showing all dimensions, including those of the foundation slab. The type of approved ground anchor system used must be stated on the application.
- (iii) The text of any inscription to be inscribed on the monument, or any text to be altered or added to any existing monument, and the method of lettering (i.e. incised, incised inlaid with lead etc.)
- (iv) The name, address and signature of the person placing the order for the monumental work to be undertaken, who should be the owner of the Exclusive Right of Burial. If the owner is now deceased, ownership must be resolved before permission will be granted; this is the responsibility of the executor, family or representative of the deceased. the EROB should be transferred and the owner of said right must sign the Memorial application form.

If the owner is alive but is not making the application, the applicant must provide a letter in the owners' hand confirming and authorising such application. Ownership of the memorial remains with the holder of the Rights and not with the person who may have paid for it.

- (v) The name, address and telephone number of the monumental mason.

37. The approval of CTC for any such application will be confirmed by the return of an authorised signed copy of the Memorial Application Form. No work should be undertaken until the countersigned Memorial Application Form has been returned.

The approval of the Memorial Form is issued on the understanding that the work undertaken will fully comply with the details specified within the Application Form and the requirement of these Regulations. The approved form must be produced if and when requested by a CTC employee whilst work is being carried out on site.

38. Anyone who erects a monument or who undertakes any monumental work, within the Cemetery not in compliance with these Regulations may be compelled to remove the said monument and pay all costs involved.

39. All monuments shall be constructed of granite, marble, slate or other hard natural stone of monumental quality, which must be durable and sound. The grave number and the memorial masons name must be clearly but discreetly inscribed on the memorial base/back. Oak memorials will be subject to approval by CTC.

40. The maximum width of the headstone is to be 2ft 6", and the maximum height 3ft. The base to be a maximum of 32" wide x 12" long x 4" deep.

A flat tablet fixed to a foundation of the same dimensions to be a maximum of 18" x 12" in the cremation area with integral vase hole in upper left hand corner. All to be in natural stone of, granite, marble, slate or other hard natural stone of monumental quality. Any size over these maximums to be considered by CTC.

41. All persons employed, on behalf of the owner of the Exclusive Right of Burial or personal representative of such person, to erect any monument shall carry out their work strictly under the direction of CTC and shall: -

- (i) at the cost of the owner, or personal representative remove all waste and unwanted material and make good any damage or injury whatsoever occasioned in the process of the work;

CAMELFORD COUNCIL CEMETERY, CAMELFORD

(ii) perform the work during the normal opening hours of CTC offices;

(iii) provide their own tools and equipment and complete the work with due despatch.

- 42.** CTC must be informed of the removal of any monument from the Cemetery or of any remedial works.
- 43.** The removal and re-erection of a monument to facilitate the re-opening of a private grave, or to level such grave shall be at the expense of the grave owner or their personal representative.
- 44.** Any person removing a monument to permit a further interment shall either remove the same from the Cemetery, after informing CTC, or place it in a position indicated by CTC.
- 45.** Any monument removed from a grave to facilitate an interment shall be re-placed as soon as possible.
- 46.** Any unauthorised monument shall be removed at the expense of the grave owner, or their personal representative.

HEALTH AND SAFETY

47. Any monument or memorial erected in the Cemetery remains the property and responsibility of the grave owner or their personal representative and therefore, remains in the Cemetery at the sole risk of, and must be kept in good state of repair, by the said owner or personal representative.

CTC shall not be held responsible for any damage or breakage which may occur to any monument or memorial through any cause whatsoever.

- 48.** CTC strongly encourages the insuring of all memorials in its Cemeteries.
- 49.** CTC hold the legal right to remove any monument or memorial, which has become, or is likely to become, dangerous or which is in a derelict or unsightly condition.
- 50.** CTC undertakes safety inspections on all memorials on an annual basis. Where CTC is unable to trace the owners of graves with unsafe memorials, these memorials will be staked for a period of twelve months and laid flat to prevent the possibility of accidents. If, at the end of this period, no work had been undertaken to rectify, CTC will make safe by either removing or fixing or burying.

MAINTENANCE AND UPKEEP

- 51.** After an interment has taken place in a private grave and a reasonable time has elapsed for the natural subsidence of the earth used to fill the grave, the Burial Authority shall, in accordance with the Local Authorities Cemeteries Order 1977, cause the surface of the gave to be levelled and properly covered with top soil and seeded except for any area covered by any monument or memorial.
- 52.** It is the responsibility of the grave owner to keep the grave space in a tidy condition. In default CTC reserves the right to level topsoil and re-seed.
- 53.** The placing on graves of glass containers or shades, items of pottery, tins or other items of metal, plastic or other material. Including fencing or kerbs of any description around the grave and chippings are forbidden and will be removed by CTC without notice.

Temporary wooden markers are permitted subject to approval by CTC.

CAMELFORD COUNCIL CEMETERY, CAMELFORD

54. Spring flowering bulbs may be planted on a grave, as directed by CTC, but the planting of perennials, shrubs and trees is not permitted.

55. CTC reserves the right to remove from any grave space flowers, plants, floral tributes, wreaths or receptacles which have deteriorated or become unsightly and dispose of them in such manner as they deem fit.

56. Grass cutting will be carried out by CTC, at a frequency determined by weather conditions and by CTC.

57. CTC has a programme of works taking place in the Cemetery throughout the year to raise the level of any sunken graves.

CREMATED REMAINS

58. Cremated remains may be interred, in caskets or other approved containers, in a conventional grave in the Cemetery for which the "Exclusive Right" has been purchased.

FEES

59. Fees for all Cemetery services will be determined by CTC annually, to take effect from 1st April each year.

60. In determining whether fees will be chargeable at the Parishioner or Non-Parishioner rate, CTC have defined the term "Parishioner/Resident" in respect of the operation of the scale of charges to include:

- any persons who, immediately before death, were inhabitants or parishioners of Camelford and Lanteglos.
- patients in hospitals or institutions normally resident in Camelford.
- any persons who are immediate family of those already buried in the Cemetery
- other connections to current residents will be considered for approval by CTC

61. All fees are payable in advance to CTC.

GENERAL

62. All rubbish and waste material, including wreaths and floral tributes, which have been removed from graves, should be disposed of in the litter bins provided. Household waste or other waste material not generated in the Cemetery must not be placed in the litterbins.

63. CTC are empowered to alter or amend the foregoing regulations at any time; to introduce further regulations as they consider necessary; to waive any of the foregoing regulations in exceptional circumstances or to impose temporary restrictions on any matters not specifically covered by these regulations.

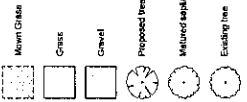
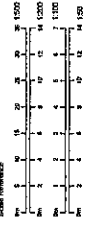
This drawing is copyright and may not be altered, copied, photocopied or used for any purpose other than that intended without the written permission from CSA Architects.

Conditions are not to be used from this drawing, but to report all dimensions and details to the architect for approval.

All work shown on this drawing has been checked and approved for construction under the conditions specified in the contract documents, unless otherwise noted. The architect, its design professionals and its consultants.

REV	DATE	NOTES	BY
1	25/10/2019	Revised layout to comment	SE
2		Submitted layout to comment	PT
3		Submitted layout to comment	JK
4		Submitted layout to comment	JK
5		Submitted layout to comment	JK
6		Submitted layout to comment	JK

ORIGINAL DRAWING SIZE: A1



Provision of Layout:

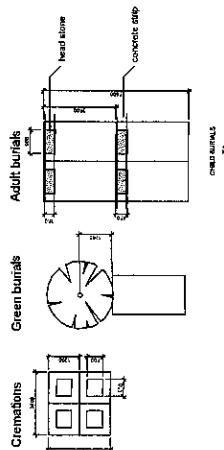
- 259 Cremations (43%)
- 302 Adult Non-Connected Burials (51%)
- 24 Green Burials
- 19 Child Non-Connected Burials

CSA Architects
RIBA Chartered Practice
141 Ayrfield St, 119
www.csa-architects.co.uk
01453 524000
141 Ayrfield St, 119
Newbury, Berkshire, RG13 2AH
UK

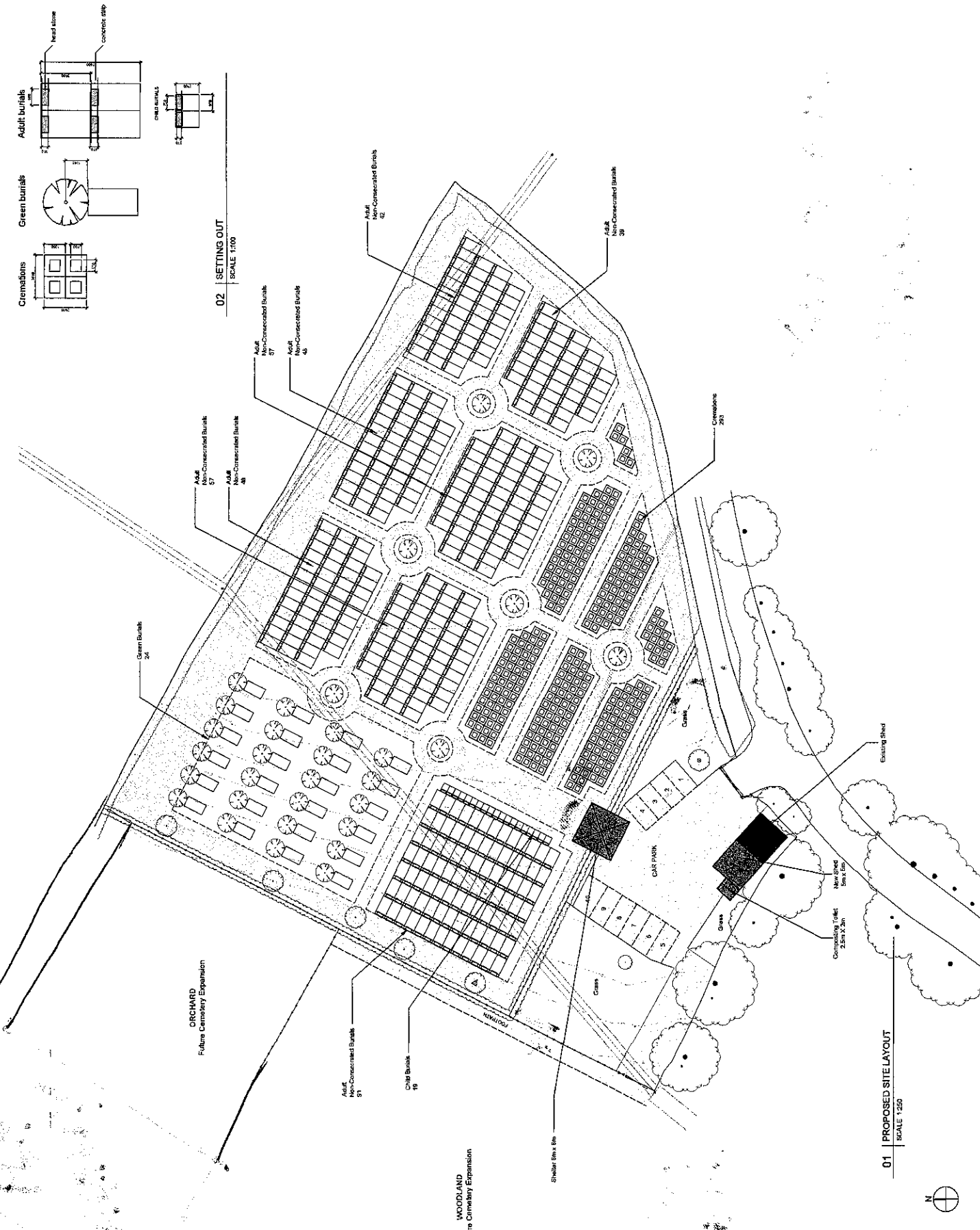
CAMELFORD TOWN COUNCIL
New Cemetery
ST JULIATA CHURCH
LANEGLOSS, CAMELFORD
PL30 5RG

Date	Drawn	Checked	Checked By	Checked By
25/10/2019	1259	PT	SK	
Job No.	2231	Drawing No.	110	E

PLANNING



02 SETTING OUT
SCALE 1:100



01 PROPOSED SITE LAYOUT
SCALE 1:250





A39 Atlantic Highway Improvement - Camelford (EDG1525)(Region East)

Current 

Start : Jan 24, 2020

End : Apr 16, 2020

Results Published : May 29, 2020 

Subject : Roads transport and parking

Consultation Reference Number : 1901

Scheme Reference Number : EDG1525

[Details](#)

[Documents](#)

Consultation Summary

The scheme will improve a stretch of the A39 Atlantic Highway near Camelford. The route will span between Redgates in the north and Valley Truckle to the south. It will comprise of single carriageway, four roundabouts and shared footway / cycleway where beneficial. A bridge is required where the road crosses the River Camel and associated environmental designations. Rerouting the A39 will allow complimentary measures to be introduced through the town to further improve conditions for Camelford.

Background:

The A39 Atlantic Highway is the most direct route through the North of Cornwall and into Devon, dealing with over 8000 vehicle movements per day. Congestion through Camelford, especially during summer months is an issue that affects the local economy, air quality and conditions for local residents.

Previously between 1992 and 2006 there was a proposed road scheme that rerouted the A39 around Camelford. It had its planning application 'Approved with Conditions'. However, the Government withdrew funding for the project in 2006, halting its development.

In 2017 Camelford was designated as an Air Quality Management Area by Cornwall Council. Cornwall Council and Camelford Town Council undertook a high level route assessment and reviewed the historic design proposals which concluded that an improvement to the A39 was still the preferred long term solution.

In 2018 / 2019 Cormac Solutions on behalf of Cornwall Council developed a new design, following the same route but is also substantially different from the previous route due to changes in environmental and design standards. In 2019 the Department for Transport announced the availability of funding for schemes on the Major Road Network (MRN) and requested bids for funding. As a first step Cornwall Council submitted the Strategic Outline Business Case (SOBC) to the DfT to bid for scheme development funding.

Scheme Objectives

Removing the existing constrained section of the network through Camelford will be the key to supporting growth in the region. It will provide opportunities for future economic regeneration, support tourism, improve conditions for residents and the surrounding community.

Journey times for vehicles travelling through east Cornwall will be reduced. They will be on a road which will have sufficient capacity and provide resilience when higher traffic levels are experienced in the summer. This will provide drivers with reliable journey times and help reduce driver frustration.

Removing traffic from the town centre will improve air quality. It also provides an opportunity for the town centre to improve safety and accessibility which will help stop local residents travelling elsewhere for services. This will also allow the town to revive its 'market town' character.

The new route also achieves key objectives of Cornwall Council's Local Plan and its Local Transport Plan and will also provide environmental enhancements by incorporating more measures than would be required to only mitigate the impact of the scheme.

For further information please see www.cornwall.gov.uk/A39Camelford

We are keen to hear what you think about the proposals and give you an opportunity to influence and shape the final design, so please take a few minutes to fill in a feedback form and return it to:

A39 Atlantic Highway Improvement Project Team
Cormac Solutions Ltd
Murdoch Building
Radnor Road
Scorrier
Cornwall
TR16 5EH

or alternatively, you could send your comments to A39Camelford@cornwall.gov.uk or complete the online form found on the project website

[Return to Homepage](#)

RESKAMMEL



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig BA (hons), CiLCA.

Town Hall
Market Place
Camelford
Cornwall
PL32 9PD

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Q3 Finance Report January 2020

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1. Summary

VAT – Going Digital has proven painful and time consuming for DC. Grant monies from GWR for playarea has been paid beginning Q4 – ongoing issue to resolve about Wicksteed and ROSPA Inspection. Internal control check being undertaken by Cllrs Grigg and rathbone. Clerk has updated asset register.

2. Income

Predicted income is as expected. £20k GWR grant due Q4. Other income – Library takings about £100pcm and balance is event donations and £400 CEP grant.

Income Q3 2019-20	Budget	Actual	Estimated
Precept required	237214	237,214	237214
Interest - Bank/Investment	3,500	2,565	3500
Grants/Donations Received	37,450	16,292	36235
Income - Car Park	6,500	5,550	6500
Footpath Grant	686	686	686
Council Support grant	13,532	13,532	13532
Allotments - rents receivable	1,200	1,250	1200
Income Other	1,200	3,041	2500
Total Income	301,282	280,130	301367

N.B Balance between Income and Expenditure is allocated from Ear-marked reserves (EMR)

2. Expenditure

Prediction is that Council total estimated spend will be on budget. Cost centres have percentage of predicted spend to budget at the end of each section.

Key: Red is over-spend, Blue under-spend, Orange as expected.

Administration

Mileage - combined within budget, **Audit** over-spend RBS end year in internal budget not external audit, Elections over-spend, and Insurance over-spend – will also increase because of the addition of new play park equipment. Combining **Supplies** and **Marketing** balances these lines

	Budget	Amended	Q3 Actual	End Year Estimate	
Administration					
Staff Mileage	900		502	700	
Councillor Mileage	300		347	500	
Training	3,000		1755	2200	
Mayors Allowance	500		171	500	
Bank Charges	200		124	200	
Internal Audit	600		1269	1269	
External Audit	1,300		1000	1000	
Insurance	2,000		2108	2300	
Elections	3,500		3916	3916	
Office Supplies	1,000		1242	1500	
Office postage/marketing	2,000		238	1500	
Telephone	500		445	650	
Legal Expenses	2,000		0	2000	
Website/computers	1,000		922	1300	
Administration total	18,800		14,039	19,335	103%

Accommodation

Library **rates** were paid as a lump sum at the beginning of the financial year. Lift – servicing has been paid for, balance to £5k will be transferred to EMR. Remaining of cleaning budget has been moved to Library staff.

Accommodation					
Library Rent/Service Charge	5750		4248	5678	
Rates - Library	3250		3142	3142	
Lift	5,000		1143	5000	
Cleaning and refuse	878		968	968	
Accommodation Total	14878		9501	14788	99%

Car Park

Majority of **maintenance** spend was in Q1. Only enforcement to paid in the remaining months. Car park **rates** higher than expected – being paid monthly.

Car Park					
Churchfield CP Maint	12,140		11,811	12,250	
Loan Repayments - Car park	9,725		4862	9725	
Car park Rates	2,000		3041	4000	
Car Park Total	23,865		19,714	26,325	110%

Grants and Subscriptions

Grants includes Lanteglos grass cutting, Camelford Hall Toilets, Leisure Centre and Air Ambulance. Balance was paid out to the Christmas Lights committee towards their increased costs.

Grants	6,150	6150	6150	
CALC/SLCC Subscriptions	1200	977	1200	
Grants - Subscriptions total	7,350	7127	7350	100%

Parks and Recreation

Skatepark includes the youth shelter even though it was paid for in previous year. If phase 2 of OCM does not happen then £5k will be returned to EMR. Balance of 2.5% skatepark to be paid in Q4

Park / river maintenance	11,250	4770	7500	
Skatepark	18500	10855	18500	
Playarea	38,000	5,862	38,000	
Rates - Store	400	783	900	
Enfield Park Total	68,150	22270	64900	95%

Town Maintenance

Vehicle costs - van insurance/AA fleet paid in Q1. Balance of CCTV will be billed before end Q4 – works still to be finished in Churchfield and Park.

Public Toilets Maintenance	3,000	2892	3050	
CCTV	3,000	1391	3000	
General Town Maintenance	9500	4806	8000	
Vehicle costs	4,250	3979	4250	
Town Maintenance Total	19,750	13068	16600	84%

Community

Events – mainly in Q1 and includes gazebo and display boards. Balance of NDP budget will be transferred back to reserves if not spent. CEP grab bag expenditure will be allocated to this budget line (best fit) hence overspend in that line.

Community				
Christmas Lights	3,000	3000	3000	
Defibrillator	500	320	750	
Events	7,000	6947	7000	
Fireworks Display	2,000	0	1872	
NDP Staff costs	3,000	3000	3000	
NDP	2,295	616	2295	
Community Total	17,795	13883	17917	101%

Allotments

Fence post to be replaced along with water pipe supports

Allotments				
Maintenance	750	291	750	
Allotments Total	750	291	750	100%

Cemetery

Maintenance - £13,200 to EMR or a proportion thereof depending on spend

Cemetery				
Cemetery - Maintenance	13200	470	13200	
PWLB - Cemetery				
Repayments	2337	2301	2301	
Cemetery Total	15537	2771	15501	100%

Library

Electricity bills may take us into an overspend. 2nd meter has not been billed correctly – will be paid up date in Q4

Library				
building operations	5500	4005	6000	
Library Total	5,500	4005	6000	109%

Staffing to be discussed in CTC confidential session - Part 2 – next page

Total Expenditure	324,884	0	209,550	324,304	100%
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PETER WONNACOTT - Planning

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29-01-20

Amanda Lash, CiLCA
Deputy Town Clerk - Camelford Town Council
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PL32 9PD

Dear Amanda

Ref: OCM Regen Project.

Further to our recent meeting on site and earlier correspondence.

If my understanding is correct, the project is to seek Planning Permission for the layout of the site [retaining the existing skateboard area] with a netball pitch and a general sitting out area, together with the siting of three containers to be used in conjunction with the use of the site and siting of an air w/c. [I'm assuming the air w/c comes as a mobile unit like the containers?].

My fees for attending to this application, which would include obtaining site location plans, site visit to undertake measured survey and site assessment, obtaining information from Freestyle [with regard to layout of the netball pitch, container and air w/c details etc], preparing the plans and agreeing layout with you, prepare D & A Statement for proposal, prepare and submit application - would be as follows:

Inclusive fees:

£1945 + Vat

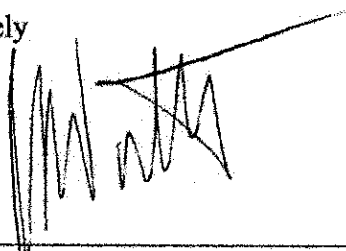
CC fees - £462 [assuming no operational development - i.e. erection of buildings]

Payment details - CC fee payable on submission, PWP fees payable on issuing of decision.

The application is likely to take two to three weeks to prepare from instruction and agreeing plans and then eight weeks from submission to determination.

I trust this information is of assistance and await hearing from you. If you instruct me to proceed I will approach Freestyle for the required information straightaway.

Yours sincerely



Rodds Bridge Farm - Bude - Cornwall - EX23 0LS

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