



# CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig BA (Hons) CiLCA

Town Hall  
Market Place  
Camelford  
PL32 9PD

01840 212880

[clerk@camelford-tc.gov.uk](mailto:clerk@camelford-tc.gov.uk)  
[www.camelford-tc.gov.uk](http://www.camelford-tc.gov.uk)

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 **Tuesday 17<sup>th</sup> March 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 5<sup>th</sup> March 2020 (attached).
  - 6. To receive Clerk's report**  
Matters arising from the Minutes. Wallgates in Public Toilets, Coronavirus – Business Continuity Planning/APM. Planning application for OCM. NDP. Waste contracts from April 2020.
  - 7. Planning**  
Any late applications will be discussed under this section.  
none
- For Information**  
PA19/11158. Bowood Park. Mr J Bailey. Biomass Boiler. **Approved**
- 8. Portfolio Reports**
    - a. Mayor's Report – Cllr Hewlett
    - b. County Councillor's Report – Cllr Rotchell
    - c. Economic case for Camelford – Cllr Ackroyd-Johnson
  - 9. Correspondence**
    - a. Cornwall Air Ambulance – invitation to Newquay Airport
    - b. Camelford Police Newsletter

- c. NS&I – notification of reducing interest rates
- d. CPRE Magazine and invitation to AGM
- e. Clerks and Councils Direct Magazine

## 10. Agenda Items

- a. To resolve to purchase composting toilet at £1,008 +VAT for the Cemetery
- b. To **resolve** to have a trade exhibit stand at Camelford Show at £72
- c. To **resolve** to renew maintenance agreement with Jackson Lifts for 2020-21 £1201 + VAT.
- d. To **resolve** whether to provide recycling banks at Churchfield car park at CTC cost of £tbc
- e. To **note** SEPP Working Group Meeting minutes
  - i. To **resolve** to adopt Civic Ceremonies Policy
  - ii. To **resolve** that Clerk to seek quotes regarding regalia/badges and A4 photograph album.
  - ii. To **resolve** to allow commercial advertising in the public toilets
- f. To **resolve** on revised quote for Wallgate to include installation £3,035.97.
- g. To **resolve** to accept 3 year fixed price contract with Duchy Cemeteries for grave digging as per attached sheet.
- h. To **resolve** to **adopt** Whistleblowing Police (required for grant funding).

## 11. Accounts

a.	To <b>note</b> Balances at 11 <sup>th</sup> March 2020		
	Current Account	£18,228.08	
	Tracker Account	£51,400.27	
	NS&I	£42,179.82	
	CCLA	£80,000.00	
b.	To <b>resolve</b> to authorise the payments of Accounts Outstanding		
Staff	March Wages + expenses	BACS	£6,299.65
HMRC	March Tax & NI	BACS	£1,740.91
Cornwall Pensions	March Pension contributions	BACS	£1,937.28
Town Trust	Library rent	DD	£469.79
Pennon Water	Library water	DD	£39.50
Seadog IT	Webhosting	DD	£25.00
Plusnet	February Internet	DD	£38.40
Stephens Home Hardware	Maintenance supplies Jan	BACS	£24.49
Stephens Home Hardware	Maintenance supplies Feb	BACS	£43.23
Bruallen	White Rose – Allotment Rent	Debit	£6.50
Bodmin nursery	Plants and Shrubs	BACS	£70.79
R Sleep	Maintenance Supplies	BACS	£8.60
Stroma	Toilet Block re-wiring	BACS	£248.00
Jewson	Skatepark supplies	Debit	£35.39
Voiphone	Telephones	DD	£8.40
		<b>TOTAL</b>	<b>£10,827.47</b>
a.	To <b>note</b> Income		
Post Office Counter	Car park ticket income	Cash	£87.10
Post Office Counter	Car park ticket income	Cash	£87.75
Interest	Barclays	AC	£18.02
Cornwall Council	Grant – youth shelter lighting	AC	£500.00
		<b>TOTAL</b>	<b>£692.87</b>

## 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; Contracts.

- a. To **review** quotes allotment Water Pipe supports etc. and to **resolve** on a contractor.
- b. To **review** quotes for electricity contract at Enfield Park and to **resolve** on a contractor.

## 13. To note items for 2<sup>nd</sup> April 2020 Agenda.

Veteran Tree at Tregoodwell.  
Phone payments on Churchfield car park  
Committee Structure – May 2020