



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 17th 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 5th 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 note Balances at 11 th March 2020			
	Current Account	£18,228.08		
	Tracker Account	£51,400.27		
	NS&I	£42,179.82		
	CCLA	£80,000.00		
b.	To resolve 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
			TOTAL	£10,827.47
a.	To note 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
			TOTAL	£692.87

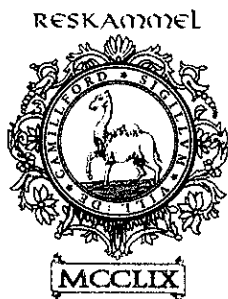
12. Public Bodies (Admission to Meetings) Act 1960.

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 2nd April 2020 Agenda.

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



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 – 5th March 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 6 Councillors present: Cllrs Bond, Burgis, Coombes, Elford, Rotchell, Shaw 20/100

2. To receive Apologies for absence with reasons

Cllr Ackroyd-Johnson, Scawn, Rathbone – personal. Cllr Grigg – business.
It was **resolved** to approve the absences

Proposed: Cllr Bond Seconded: Cllr Elford unan 20/101

3. To receive Declarations of Interest & Approve Dispensations

none 20/102

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

1 member of the press and 2 members of the public attended. Mike Webb representing CATS regarding correspondence. 20/103

5. To receive and approve the Minutes of:

It was **resolved** to approve the minutes of the Ordinary Meeting 18th February 2020

Proposed: Cllr Rotchell Seconded: Cllr Coombes unan 20/104

6. To receive Clerk's report

Matters arising from the Minutes. Accidental damage to Scout hut – reported to police. Tree at Tregoodwell – CC will only act if it becomes dangerous. Cormac have written to the landowners about the hedges at Tregoodwell. Kerb stone at Market Place – continual repairs; seeking longer term solution. Play area at Enfield Park. Have responded to CC Design Guide consultation. Meeting with Sexton and conversation with memorial mason – a few tweaks needed to CTC cemetery policies – will be discussed in the SEPP working group meeting. 20/105

7. Planning

a. 5-day Protocol request for PA19/06930. Cllr Shaw noted that not a very big site; with the recommendation of 40 per hectare this is technically overdevelopment. Not convinced the road is wide enough but it does stop the rat run. Cllr Rotchell noted that if CC planners applied NPPF thinking directly; it will be approved.

It was **resolved** to maintain objection on overdevelopment and limited access within the site

Proposed: Cllr Shaw Seconded: Cllr Elford unan 20/106

For Information

PA20/00417. Lorien Fore Street. Mr Paul Morris. **Decided not to make a TPO**

PA19/08843. Juliots Well holiday Park. Mr J Donald. Sewage Treatment. **Approved**

PA20/00256. Great Tregath. Craig Blackburn. Biomass Boiler. **Approved** 20/107

8. Portfolio Reports

- a. Mayor's Report – Cllr Hewlett reported attended Greening Camelford event. Met with other volunteer gardeners, visited Juliet Wells regarding neighbours, cycle hire, planting hedges, commitment to plant more hedges, bypass. 20/108
- b. County Councillor's Report – Cllr Rotchell noted he was part of a group that opened Falmouth day unit, paid for by their league of friends, has been discussing budget – 2% and 1.9% increase respectively. Interviewed for Program Director at Trelisk – new maternity and children's centre. Delighted to open new dementia unit in Launceston - state of the art facility. CGR meeting in Wadebridge – boundary review regarding Warbstow, Trenglos, Davidstow. In the Scillies - seeing project bringing together the care home and the hospital. Appointed joint commissioner for Cornwall. Signed off money for Youth Shelter lighting 20/109
- c. Western Power Conference report – Cllr Shaw attended seminar. Noting 250k miles of cabling - maintaining connections and reliability is their main task. Targeting net zero emissions; enabling roll out of low carbon technologies. Innovation of electric products. Cllr Shaw noted to WP that it would be more beneficial to selectively prune trees rather than lopping to the ground – more sustainable and community relying on 1 form of power should have a cross subsidy for those who don't have option for other heating.. Workshops 9 topics. New builds to have 3 phase electric supply... 3 million cars plugging into circuits. Cllr Coombes noted happy staff - 6000 staff; WP take on 70 apprentices each year. Cllr Hewlett noted their concern about cyber-attacks – interesting and high-level conference. 20/110

9. Correspondence

- a. Letter from resident regarding continuing support for the Leisure Centre. Cllr Rotchell noted a lot of thought went into the budget for grants. CTC has put in over £30k since Trust taken over. Idea was that it would be self-sufficient. Need to be even handed in the community with grants. **Noted** 20/111
- b. Letter from resident regarding relocating the Camelford community larder shed. CTC hasn't got any land to offer; suggest they talk to church and chapel. **Noted.** 20/112
- c. Letter from Caladen regarding approval for naming of a road (new development). Cllr Rotchell is disappointing – not using Cornish language or reflecting Camelford. Suggest they take inspiration from the ancient building – use Cornish for Old Museum – ask Cornwall Council to give them the translation. 20/113
- d. CPRE Magazine and invitation to AGM. **Noted.** 20/114
- e. Cornwall Council - letter regarding removal of recycling services from Churchfield Car Park. **Noted.** 20/115
- f. Invitation from Lanteglos Church to service of re-dedication Sunday 22nd March 11am. **Noted.** 20/116
- g. Letter from Camelford Alternative Transport Solution (CATS) regarding bypass. Cllr Rotchell noted that it is inappropriate to have a meeting whilst public consultation on going. CATS should comment in the formal consultation. Reluctant to comment/meet until conclusion of Consultation. 20/117

10. Agenda Items

- a. To **review** the use of phone payments for tickets at Churchfield Car Park. Deferred until meeting – need further information. 20/118
- b. It was **resolved** to **adopt** protocol for death of Monarch
Proposed: Cllr Rotchell **Seconded: Cllr Bond** **unan** 20/119
- c. It was **resolved** to **accept** quote for webpage template creation in case of death of Monarch £195.00.
Proposed: Cllr Burgis **Seconded: Cllr Elford** **unan** 20/120
- d. It was **resolved** to **purchase** book of condolence, mourning drapes/ribbons, portraits as necessary to max £100.
Proposed: Cllr Bond **Seconded: Cllr Elford** **unan** 20/121
- e. The Events Working Group Meeting minutes were **noted** 20/122
- i. Update regarding hunt/barriers from Cllr Rotchell. Reiterated position – public safety – not support or otherwise the hunt. Cllr Bond volunteered to organise the barriers in MGM's absence. 20/123
- ii. It was **resolved** to accept quote for Security at Music in the Park £333 +VAT
Proposed: Cllr Elford **Seconded: Cllr Bond** **unan** 20/124

- f. It was **resolved** on rescheduling of play area opening to 11th April to coincide with Eggstravaganza event.
Proposed: Cllr Bond **Seconded: Cllr Coombes** **unan** **20/125**
- g. Estates and properties Working Group Meeting minutes were **noted**. **20/126**
- h. It was **resolved** to **adopt** Allotment tenancy Agreement as amended.
Proposed: Cllr Shaw **Seconded: Cllr Coombes** **unan** **20/127**
- i. The Lift Report was **noted**. **20/128**
- j. The remaining balance on PWLB lending for Churchfield car park £73,329.53 finishing 2030 was **noted**. **20/129**
- k. The estimated valuation of CTC regalia was **noted**. It was **resolved** not to send to Fattorini for full assessment at £200 per item, and to **accept** visual valuation.
Proposed: Cllr Rotchell **Seconded: Cllr Bond** **unan** **20/130**
- l. It was **resolved** to contract Stroma for Youth Shelter lighting – no other contractors quoted. £945.00 (entirely grant funded – Community Chest and National Grid)
Proposed: Cllr Bond **Seconded: Cllr Elford** **5-0 (2 abs)** **20/131**
- m. To **discuss** Strategic working group structure – Cllr Rotchell - item in May. **20/132**
- n. The Recycling container – Cllr Shaw noted the bad state of the timber face of the recently purchased recycling bin. Clerk noted that company will be providing replacement bin as the timber wasn't treated properly. Cllr Shaw noted that the bin needs to be elevated off the floor to prevent mud splashes up over the timber when it rains. **20/133**
- o. Veteran trees at Tregoodwell – Cllr Shaw spoke regarding the broad leaf lime; has measured a circumference of 4.1m. He has concluded that it is a rare lime tree because of its age and size. The roots are exposed; vehicles are parking on it. Dead and rotting timbers should be removed, rooting system requires protection so that air can get into the soil around the root system. Ancient for a lime – a heritage tree as it is important for the community. Cllr Shaw's opinion a tree of this cultural value should be part of the CTC programme. Cllr Rotchell noted that it is one of the most significant trees in the Parish. Reluctant to wait for Cornwall Council to do any work. CTC knows that work needs doing why wait until it is dangerous. Cllr Bond suggested contacting the Tree Council – they may be able to help. Cllrs Bond, Rotchell and Shaw to liaise on the best way forward. Costed proposal for next agenda. **20/134**
- p. Enfield park paths – Cllr Shaw noted a couple of new springs across the path that need to channel into the existing pipework to prevent damage/gravel wash off. Access to the children's play area in a bad state because of contractor access and appalling weather. Will rectify by the dry weather but if rain continues then turf reinforcement could be laid in the spring. Go to Estates and Properties working group agenda – for proposal. **20/135**
- q. NDP update – Cllr Hewlett noted that an open spaces survey was needed, and Inspector is suggesting removing the primary residency policy - it will be rejected otherwise. Cllr Hewlett noted no complaints from residents about the policy. There is a single study by LSE that shows a perceived lessening of the enthusiasm from developers to build. It's a preventative measure – but this is not allowed, must prove that it is already an issue. Affects the open market price of houses. CTC has to act in the manner that it believes is in the best interests of Camelford. Cllr Hewlett that most developers would benefit because of the drop in CIL.
It was **resolved** to maintain the first residency policy within the NDP
Proposed: Cllr Bond **Seconded: Cllr Coombes** **unan** **20/136**
- r. It was **resolved** to order replacement Wallgate unit rather than repair existing.
Proposed: Cllr Rotchell **Seconded: Cllr coombes** **6-0 (1abs)** **20/137**

11. Accounts

- a. Balances at 26th February 2020 were **noted**
- | | | | |
|-----------------|------------|--|--------|
| Current Account | £56,352.96 | | |
| Tracker Account | £51,382.25 | | |
| NS&I | £42,179.82 | | |
| CCLA | £80,000.00 | | 20/138 |
- b. It was **resolved** to authorise the payments of Accounts Outstanding with 5% retention in Wicksteed monies.
- | | | | |
|------------------|-----------------------------------|-------|---------|
| Spar | Office supplies | Debit | £36.23 |
| Barclays | Bank charges | DD | £15.14 |
| Cornwall Council | December Enforcement | BACS | £113.40 |
| Cornwall Council | January Enforcement | BACS | £142.80 |
| In Safe Hands | First Aid at Work requalification | BACS | £312.00 |

Monday, 09 March 2020

Cornwall Air Ambulance Trust
Trevithick Downs, Newquay, Cornwall TR8 4DY

Tel: 01637 889926 • Fax: 01637 889064
Email: enquiries@cornwallairambulance.org
Web: www.cornwallairambulance.org

Dear *Camelford Town Council*

Re: AW169 Showcase on 22nd April, 29th April, 6th May and 13th May 2020

Just under two years ago, Cornwall Air Ambulance launched an ambitious appeal to raise £2.5million to bring a next generation air ambulance helicopter to Cornwall. With your help, this dream has become a reality.

As a thank you for your support, we'd like to invite you and three other members of your organisation to a special invite only event at our Airbase near Newquay to showcase the new air ambulance helicopter.

On arrival, you will have tea and cake and have the opportunity to chat with other fundraisers. You will then hear a short presentation about the difference your donations have made to the Appeal and, following this, there will be a visit to the aircraft hangar to see the new AW169 aircraft up close and hear all about it from the aircrew. This part of the visit is, understandably, mission dependant as we can't guarantee that the aircraft won't be attending a life-saving mission across the county. Your visit will last approximately 90 minutes and you can choose to visit at 10am or 1pm.

If you would like to book your slot, please complete the enclosed RSVP and return to us in the freepost envelope by **Wednesday 15th April**. Slots will be booked on a first come, first served basis.

We would love for you to join us for this celebration of all you have done to help bring this incredible helicopter to Cornwall which will help to save many lives for years to come. I hope we will see you there.

Kind regards


Steph Bray
Fundraising Officer

PLEASE BE REMINDED THAT DOGS WORRYING LIVESTOCK IS A CRIMINAL OFFENCE WHICH COULD RESULT IN COURT PROCEEDINGS AND A CRIMINAL RECORD.

As a dog owner you have a legal obligation to ensure your dog is under your full control all the time and if your dog is involved in attacking livestock or sheep worrying police prosecution is a possibility.

We would encourage sheep and livestock owners to report all incidents of livestock worrying to 101 or 999 if it is currently ongoing. Once reported to 101 or 999 ask for your local Wildlife Crime Officer to be notified- in the case of North Cornwall your Wildlife Crime Officer is PC Skinner at Camelford.



Tax, Insurance, MOT.....

As you will know it is an offence to drive your motor vehicle on a public road without tax, Insurance and an MOT, unless your vehicle has an exemption.

Police in the area will seize vehicles which do not comply, and we would encourage you to contact us with information on vehicles that do not have these in place.

To check if a vehicle is taxed and MOT'd- you can go on the DVLA website and find the information prior to contacting us.

Visit-

<https://www.gov.uk/check-vehicle-tax>

If there is something you would like to put in the summer edition of this newsletter, please feel free to contact us at Camelford Police Office.

Contacting Camelford Police Team-

camelford@devonandcornwall.pnn.police.uk

INTELLIGENCE AND INFORMATION-

The best chance we have of fighting crime and anti-social behaviour in our Neighbourhood area is through intelligence led policing-

Do you know of someone who drink drives?

Do you know who is poaching deer?

Do you know of someone who is committing burglaries?

Do you know something that we could use to prevent crime?

TELL US!

You can report intelligence to us by contacting us directly on- camelford@devonandcornwall.pnn.police.uk or by calling 101.

Alternatively, you can report intelligence and information anonymously through Crimestoppers on 0800 555 111

IF YOU WANT US TO BE BETTER AT FIGHTING CRIME- TELL US WHAT'S GOING ON IN OUR AREA.

**How to contact the police
Why call when you don't have to?**



Go online to report a non-emergency crime



Use WebChat to have an online conversation with our call centre

dc.police.uk/ClickB4UCall



Email 101@dc.police.uk with your questions and to report non-emergency crime



AskNED - our online non-emergency directory to answer your question

In an emergency always call 999

Devon & Cornwall Police

Please be aware- To ensure that crime and incidents are being recorded and investigated fully Camelford Police cannot take crime reports via email, telephone or by attending our office. To ensure your crime or incident is correctly recorded and allocated please ensure you contact us one of the means above. **In an emergency always call 999**



NS&I
Sunderland
SR43 2SB

nsandi.com

Helpline:
08085 007 007
24 hours a day, 7 days a week

25 February 2020

Camelford Town Council
Ms E A S Greig
Camelford Town Council
Town Hall
Market Place
CAMELFORD
PL32 9PD

Dear Sir/Madam

We're reducing some of our interest rates on 1 May 2020

We're writing to let you know that we're reducing the interest rates on some of our savings accounts on 1 May 2020. This will affect you if you have one or more of them. Here are the changes:

Account	Current rate	New lower rate from 1 May 2020
Direct Saver	1.00% gross/AER	0.70% gross/AER
Investment Account	0.80% gross/AER	0.60% gross/AER
Income Bonds	1.15% gross 1.16% AER	0.70% gross/AER

You can find the interest rates for all our accounts and investments on our website nsandi.com along with full information about them.

Any questions?

Call us any time on **08085 007 007** or tweet us **@nsandihelp** and we'll be happy to help. We're here in the UK all day, every day. Calls from the UK are free. We may record your call to help us give you the best service.

You can find out about our range of savings and investments at nsandi.com

Yours sincerely

Andreana Carrigan
Customer Service Manager

PS Did you know you could go paperless? Find out more at nsandi.com/paperless

Definitions

AER (Annual Equivalent Rate) illustrates what the annual rate of interest would be if the interest was compounded each time it was paid. Where interest is paid annually, the quoted rate and AER are the same.

Gross is the taxable rate of interest without the deduction of UK Income Tax.

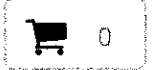
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Composting Toilet

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Biolan Eco Hot Composting Toilet - Non Electric - Internal Composting - Into Floor Instal



Price: £1,008 inc. VAT | €1,145 inc. VAT

[BUY NOW](#)



[Watch
Video](#)

Biolan Eco hot composting toilet is ideal for allotments and other outdoor applications. It looks quite basic but it has been thoroughly designed to support hot composting which is 10 times faster than cool composting. Composting activity will not start unless the temperature of the pile is over 13 degrees C which means that the Biolan insulated body outperforms the basic shed-style products that are available. It features easy removal of compost from the base, patented venting controls that allows the user to retain heat in winter and seep liquid management so the compost never becomes water logged. Installation of the Biolan Eco hot composting toilet is either partially through the floor or using steps at the front to achieve a traditional seat height.

The Biolan Eco hot composting toilet is genuinely unique in the market. It has a patented ventilation system that allows the user to vary the air supply into the toilet. In winter the air intake needs to be lowered so that the heat generated by the microbes in the pile is retained; and thermophilic or hot composting is achieved. In summer the vent can be opened up to maximize air flow. Most of the urine soaks into the pile or evaporates during composting. Any excess liquid seeps through the compost and can be collected in a container, be treated using the Soutis unit or discharged to ground (if permissions allow). The running and installation costs are very low because no power or water connection are required.

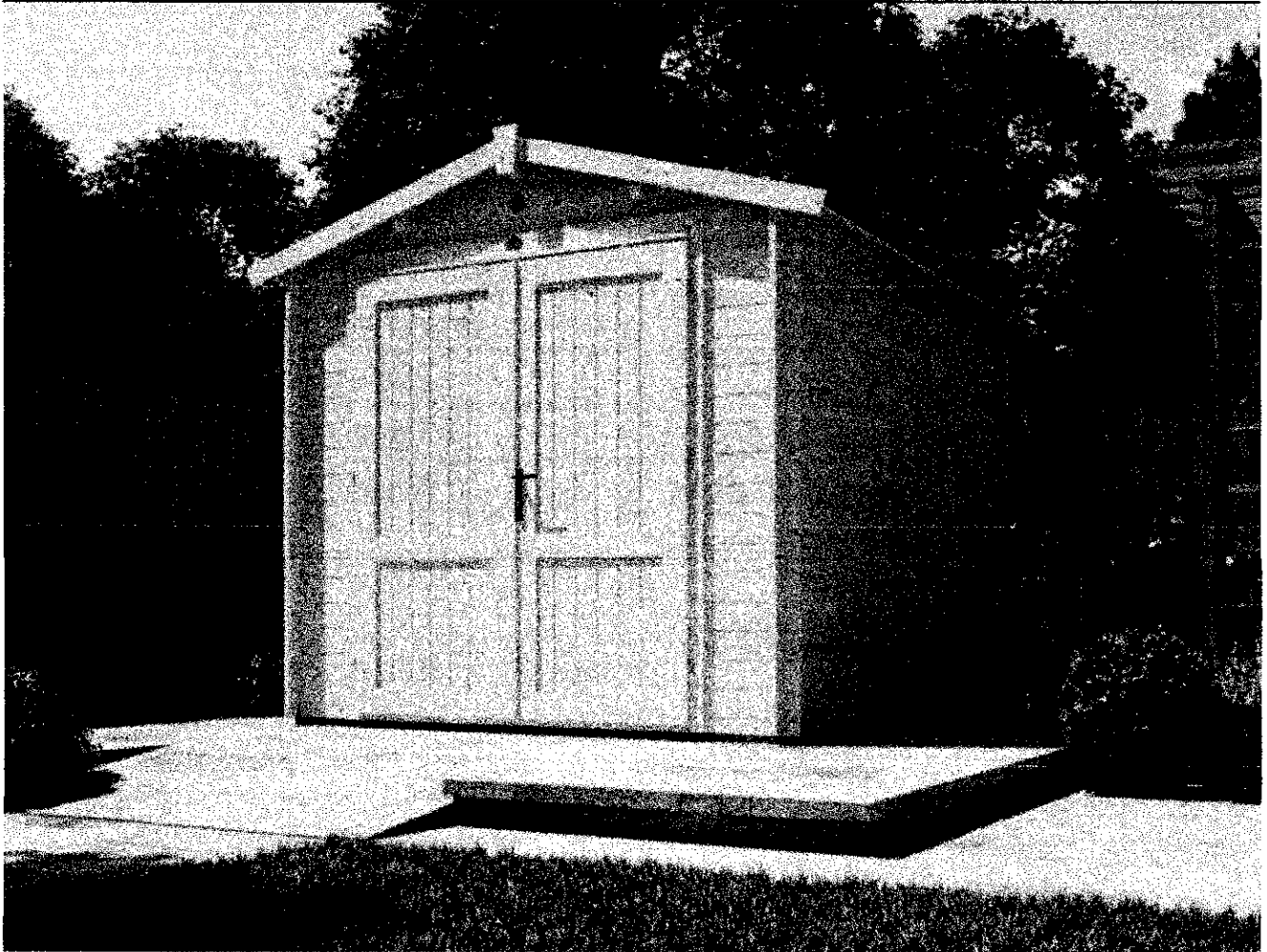
- Suitable for up to 4-6 people on a daily basis (up to 8 on a weekend basis)
- Free roof flashing now included !!
- Insulated body to retain heat for hot composting
- No power required

Home / Garden Sheds / **Petrus Heavy Duty Log Cabin Workshop**

Approx **W2.5m x D3m / W8' x D10'** Exc. Canopy

Petrus Heavy Duty Log Cabin Workshop

(Sizes shown are approximate & full sizes are shown in the product Specification)



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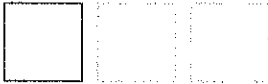
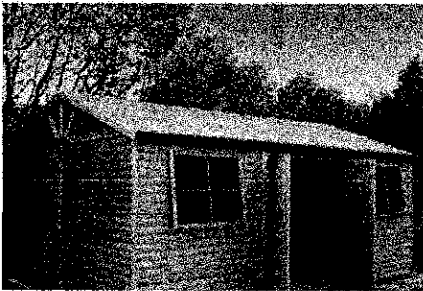
Shire 12 x 18 ft Mammoth Double Door Workshop

Shire 12 X 18 Ft Mammoth Double Door Workshop

Product code: **157073**

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Product details

Depth: 5385 mm

Height: 2807 mm

Width: 3730 mm

Size Imperial: 12 ft x 18 ft

Weight: 1060 kg

Material: Softwood

Construction: Tongue & Groove

Colour: Natural

Treatment: Dip Treated

Finish: Unpainted

Glazing Type: Glass

Number of Doors: 2

Lockable: Yes

Roof Shape: Apex

Type: Workshops

Years Guaranteed: 10

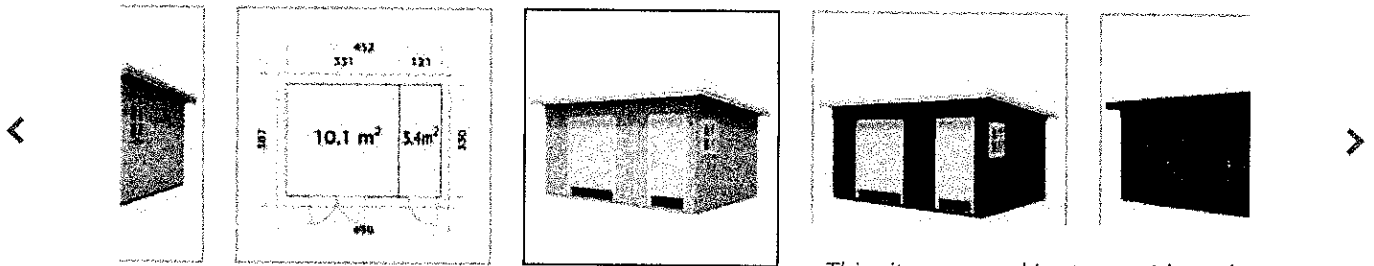
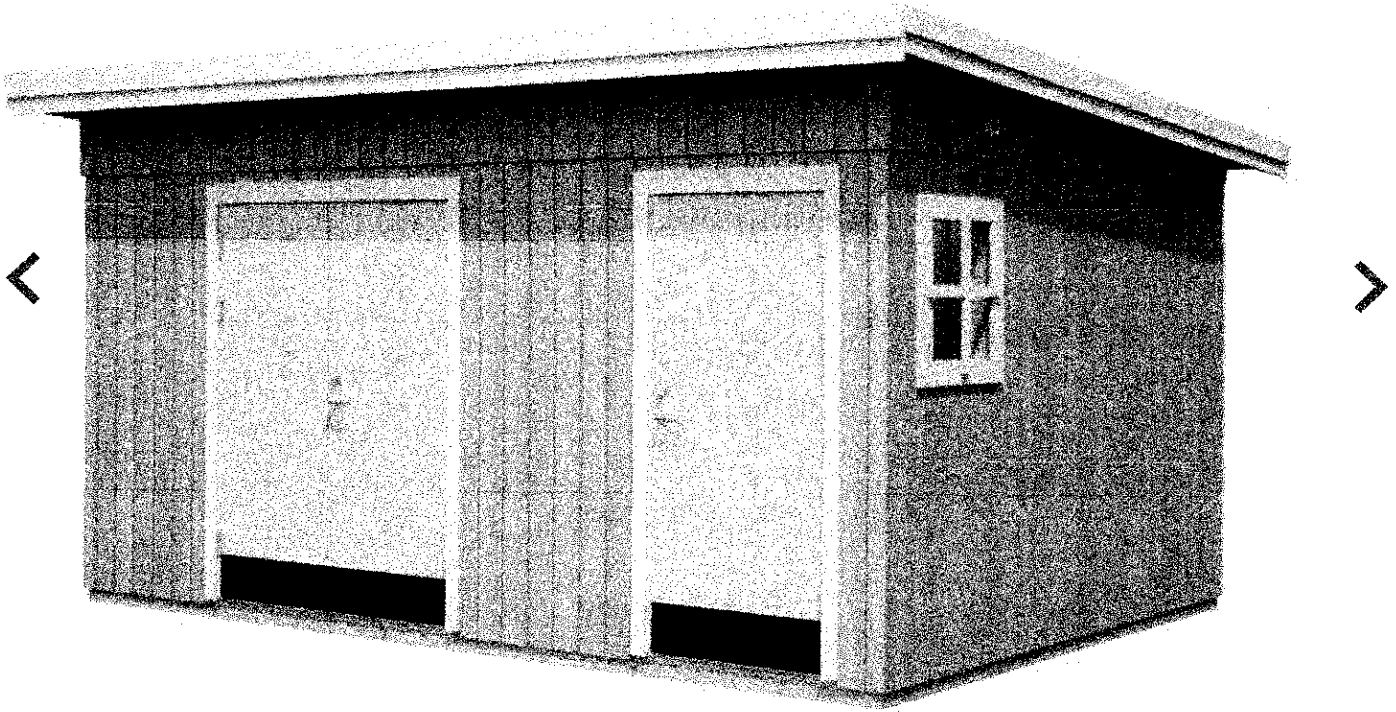
Brand Name: Shire

Range Description: Workshops

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Approx **W5m x D3m / W16'6" x D10'****Artemis Double Carport**

(Sizes shown are approximate & full sizes are shown in the product Specification)

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Please Note:	All sizes quoted are nominal
External Width:	5.16m (16' 11")
External Depth:	3.20m (10' 5")
Internal Width:	4.97m (16' 3")
Internal Depth:	2.66m (8' 8")
Internal Area (m2):	13.20m2
Ridge Height:	3.04m (9' 11")
Internal Eaves Height:	2.12m (6' 11")



CAMELFORD & DISTRICT AGRICULTURAL ASSOCIATION LTD
ANNUAL SHOW on WEDNESDAY 12th AUGUST 2020
AT TREVILLA, MARSHGATE, CAMELFORD, PL32 9YN

ENTRY FORM FOR OUTSIDE TRADE EXHIBITS

I/We hereby enter the above exhibition in accordance with your Associations Rules and Regulations. Note: The Association will allot spaces for exhibition which must be adhered to and reserves the right to cancel and annul any exhibit that they consider objectionable or inappropriate. The "pitching" of goods is prohibited.

NO BB Guns or other weapons to be sold at the Show or given away.

Please ensure when booking space on which a tent is to be erected to allow at least 0.5m for guide ropes each side, so as not to overlap onto a neighbouring stand. Exhibitors will be responsible for their litter and water. If a Gazebo is to be erected this must be done securely. These may be randomly checked by our Health & Safety Officer.

All stands must be set up by 8.30 am of Show morning. Due to safety reasons no vehicles will be permitted to move in the Trade Stand Area between 9 am and 5 pm on Show day.

The Association will not be responsible for loss or damage sustained by the Exhibitors other than loss or damage caused by the negligence of the Association itself. All trade stands must produce either a Public Liability Certificate, Safety Certificate or Health & Hygiene Certificate, whichever appropriate. A Risk Assessment must also have been done. These will be checked by our Health & Safety Officer. No petrol generators to be on site.

Entry forms and full fees must be forwarded no later than 13th July 2020 to:

Mrs Y. White, Higher Tredundle, Egloskerry, Launceston, Cornwall PL15 8SQ

Tel No: 01566 86682 / 07909 501544

Please send SAE for passes. (1 pass with every 3m booked) Extra passes available at £5.50 each with your booking.

The Association will allocate spaces to the best of their ability, taking into account the expected requirements of each exhibitor. The decision of the Director of Showyard shall be final and binding in all cases.

BEST OUTSIDE TRADE STAND: A perpetual trophy and rosette will be awarded to the Best Outside Trade Stand.

VINTAGE CUP awarded for Best Vintage Item on Stand, judged from all Stands

RULE 27: All Competitors and Exhibitors must make themselves fully aware of and implement health and safety standards at Agricultural Shows in accordance with guidance notes issued by Health and Safety HM Agricultural Inspectorate and obtainable from HMSO

THE COMMITTEE ASK ALL STAND EXHIBITORS TO FOLLOW THE STEWARDS INSTRUCTIONS

.....
Please detach here

PLEASE RETURN THIS PORTION TO THE TRADE STAND SECRETARY

Outside: 10m depth, Frontage required at £ 12.00 per metre (£36.00 minimum). Half metre £6

Full Description of Exhibit

.....

.....
AGRICULTURAL-YES/NO (Please delete where applicable) Please fill in form correctly

I/We hereby enclose £ The amount of entrance fee formetres and for additional passes for our stand only.

Cheques payable to CAMELFORD & DISTRICT AGRICULTURAL ASSOCIATION LTD

Name: Telephone No:

Address: Signed:

..... Dated:

..... Email.....

(Please attach a copy of your Health & Safety, Public Liability or Health & Hygiene Certificate)

PLEASE ENCLOSE AN SAE WITH YOUR APPLICATION FOR YOUR PASSES

We would like to retain this data to provide you with future information organised by the Camelford and District Agricultural Association Ltd (or relevant party). If you do not consent to us contacting you, please tick this box

Jackson Lift Services Limited
Units 3/19 Ropery Business Park
Charlton
London
SE7 7RX

Phone No. 020 8293 4176
Fax No. 020 8305 0274
VAT Reg. No 506602670

CONTRACT INVOICE

Camelford Library
Town Hall
Market Place
Camelford
Cornwall PL32

In Case of Query

Contact: Dawn Clarke
Quoting Acct No: C448
By Email: dclarke@jacksonlifts.com
By Telephone: 020 8293 6221

INVOICE No: JS674545 M	INVOICE DATE: 04/03/20	Page 1	PW = Yes
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OUR CONTRACT No 32507

Your Order No. SIGNED AGREEMENT QM32507

To carrying out maintenance as per our Agreement for the period **09/03/20** to **08/03/21**
PLEASE NOTE: Invoice Includes Annual Increment

<u>Our Ref.</u>	<u>Site Name</u>	<u>Lift Reference</u>	<u>Annual Value</u>	<u>Invoice Value</u>
16310	Camelford Library	PL32 9PD HPL Passenger Lift	1,201.00	1,201.00

VAT Reg No: 506602670 E & OE Net Due Net 30 Days
Payments can be made via BACS/CHAPS to:
"JACKSON LIFT SERVICES LIMITED"
via Barclays Bank PLC, Sort Code: 20-98-73 Account No: 80968986
Please ensure remittances are sent to Remit@jacksonlifts.com

NETT:	1,201.00
VAT@20%:	240.20
TOTAL:	1,441.20



Esther Greig (Camelford Town Council)
Town Hall
Market Place
Camelford
Cornwall
PL32 9PB

Your ref:
My ref:
Date: 26 February 2020

Dear Esther Greig (Camelford Town Council)

Waste Management - Removal of recycling banks

I am writing to you regarding a decision made by the Council to end the provision of the recycling banks service throughout Cornwall this year.

Background

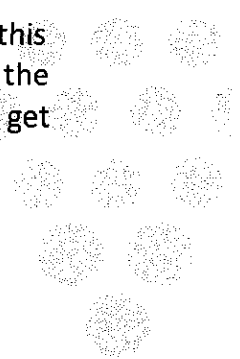
Recycling banks were introduced in Cornwall more than 20 years ago by the former district councils before Cornwall Council was established as a unitary authority. The former district councils established a network of recycling banks to address early government recycling targets. These banks were provided on both Council owned and private land to boost recycling.

However, to meet recycling targets, all domestic properties in Cornwall have had access to a kerbside collection service for more than 10 years. As more and more householders have used the kerbside collection, the need for the recycling banks, and the number of sites provided, has reduced. Now recycling banks account for only 1% of the total waste recycled by Cornwall Council.

Reasons for this change

As the Council provides a comprehensive kerbside collection, the banks service is an extra service that the Council has provided. It has also been established that there is widespread illegal use of recycling banks by businesses to dispose of their commercial waste.

Businesses are legally required to pay for their waste collection and disposal services, through a registered commercial waste management company. The management of this illegally deposited commercial waste creates cost for Cornwall residents and leads to the banks getting full too quickly leading to material being left around the banks that can get scattered by the wind.



Information

The banks that we provide within your Town/Parish are detailed in Appendix 1. This provides information of the number of sites, the location(s) and bank types.

Planned removal

The Council plans to remove only the recycling banks that are provided and managed by Cornwall Council; **this does not include** the facilities provided by some supermarkets in their carparks. This also does not affect the facilities provided at the Council's 14 household waste and recycling centres. The services provided at these facilities will not be affected.

You may be aware that Cornwall Council is preparing to commence a new Waste and Recycling, Street and Public Open Space Cleansing Services Contract in October 2020, and the new service does not include the provision of the recycling banks.

The bank removals will be undertaken in a phased and structured manner with advance notice periods provided to the community, communications and liaison with the Town/Parish Councils and operational site management to ensure the sites are left clear.

The plan is to remove banks across Cornwall on a phased schedule, between March and October this year, but with advance notice provided to you with exact dates.

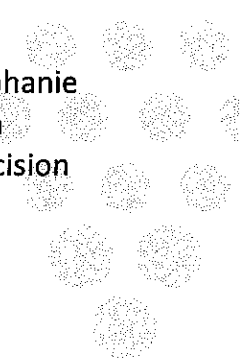
Town/Parish Council Provision

We are aware that a number of Town and Parish Councils are considering providing their own recycling banks service in their community. If this is not relevant to your Council, you do not need to do anything at this stage, we will contact you again regarding dates for removal.

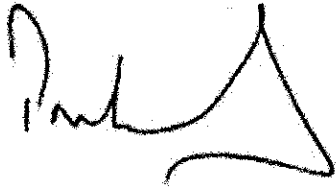
However, if you are considering providing your own service, we have provided information within the appendices that might assist you in making this decision. Appendix 1 provides information about the service that is currently provided, indicative emptying frequencies based on the current bank types, indicative tonnages, bank type information etc.

We have also provided an indicative list of companies who may be able to provide you with a recycling bank emptying service at Appendix 2.

We appreciate that there is a lot of information in this letter and you may require assistance in making the decision. If you have any queries, or you wish to discuss the option to provide your own recycling bank service, please contact Verity Palk or Stephanie Crocker in the Waste Service by emailing wastemanagement@cornwall.gov.uk or via telephone on 0300 1234 141. We would be grateful if you could notify us of your decision by 20 April 2020.



Yours sincerely
Dhywgh hwi yn hwir

A handwritten signature in black ink, appearing to read 'Peter Marsh', with a stylized flourish at the end.

Peter Marsh
Service Director – Environment
Neighbourhoods
Tel: 01872 326932
Email: peter.marsh@cornwall.gov.uk

Appendix 1 – Recycling Bank Site Details

Town	Location	Indicative Emptying Frequency - Summer (12 Weeks)	Indicative Emptying Frequency - Winter (40 weeks)	Indicative Lifts per Year	Material Collected	Type of Bank	Approximate Size of Bank (m3)	Indicative weight of material when bank is full (Tonnes)
Camelford	Churchfield Car Park	Weekly	Weekly	52	Glass	Pod	2.5	0.625
Camelford	Churchfield Car Park	Weekly	Weekly	52	Glass	Pod	2.5	0.625
Camelford	Churchfield Car Park	Weekly	Weekly	52	Glass	Pod	2.5	0.625
Camelford	Churchfield Car Park	Weekly	Weekly	52	Paper & Cardboard	Schaefer	3.2	0.3456
Camelford	Churchfield Car Park	Weekly	Weekly	52	Cans & Plastic Bottles	Schaefer	3.2	0.096

Please note: this information is indicative only and depends on the way the site is provided, managed and the type of banks the Town/Parish Council provides.

The Council is willing to transfer ownership of the recycling banks to your Council for use and they can remain in situ if required (Note: for private sites this would have to be agreed with the land owner).

Appendix 2 - Commercial Recycling Bank Providers		
Name of Company	Email Contact	Phone Contact
Biffa	peter.giddings@biffa.co.uk	07887 627632
Cornwall Cullet	info@cornwallcullet.co.uk	01209 719800
Suez	customer.services@sita.co.uk	0800 093 1103
Tintagel Skip Hire	admin@tintagelskiphire.co.uk	01840 770449
West Country Skip Hire	dave@westcountryskiphire.co.uk	01752 267280

Please note: these companies may be able to offer a service, but please note they may provide slightly different services including provision of different banks, different coverage throughout the county, different pricing structures etc. Please note that this list is not exhaustive, it just provides an indication, and the Council in no way guarantees or endorses these companies.

RESKAMMEL



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

Civic Events and Procedures

Adopted 17th March 2020

Contents

ROLE OF TOWN MAYOR
ROLE OF MAYORESS/CONSORT
ROLE OF DEPUTY TOWN MAYOR
SENIOR COUNCILLORS
MAYOR'S YOUTH REPRESENTATIVE
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REMEMBRANCE SUNDAY PARADE
ROYAL VISITS
ROYAL EVENTS
CIVIC FUNERALS AND PUBLIC MOURNING
COMMEMORATIONS AND OTHER EVENTS
FLAG FLYING

ROLE OF THE TOWN MAYOR

The Town Mayor is elected at the Town Council's Annual Meeting which is held in May. The election of the Town Mayor is always the first item on the agenda. The Town Mayor holds office until immediately after the election of the Town Mayor at the next annual meeting of the council even if s/he has not have been re-elected as a councillor. Although the Mayor is elected annually s/he usually has the confidence of fellow councillors and may be elected for a second term.

The Town Mayor has two roles: Chairman of the Town Council and Civic Ambassador for the town.

The Chairman's duties are prescribed by the relevant local government legislation.

In the role of Civic Ambassador, the Town Mayor is the public face of the Council and civic representative of the town of Camelford. The Mayor attends many fund-raising functions organised by local charities and organisations. The Mayor also attends, if invited, civic receptions, dinners and services organised by other Councils throughout Cornwall and Devon.

The Town Mayor wears the Mayoral Chain when representing the Camelford Town Council in other towns, but this is always by invitation of the host town. The Mayor also wears the chain on important civic occasions and when requested by the organisers of events s/he is attending in Camelford.

The Town Council will the cover expenses incurred by virtue of the office. Refreshments for Mayor Choosing, Annual Town Meeting and other civic events are paid by the Town Council from the Mayor's allowance, the Mayor may claim travel expenses at 40p per mile for official duties, and gifts to members of the community as outlined in the [REDACTED] [REDACTED] are also paid by from the Mayor's allowance. The Mayor will arrange for a photograph to be taken at the end of the civic year/s, with or without the Mayoress/Consort, to put in an A4 leather bound photo Album

The Town Mayor nominates one charity each year to benefit from his/her fundraising. The Mayor presents the cheque at the Annual Meeting. Maximum 2 events per year.

On retirement the outgoing Mayor is presented with a 'Past Mayor' badge to be worn on civic occasions such as Mayor Choosing.

The Mayor will receive administrative support from Town Council officers and his/her diary will be kept by the Deputy Clerk.

ROLE OF THE MAYOR'S CONSORT

The role of Consort has no legal standing, but it is usual for the Town Mayor to nominate a person to support him/her in this role. This person is often the Mayor's spouse but can be a sibling, a son or daughter or a friend. The Consort will normally accompany the Mayor on all civic and other occasions. The Consort wears a badge as appropriate and through custom is accorded precedence alongside the Mayor.

ROLE OF THE DEPUTY TOWN MAYOR

The Deputy Town Mayor is elected at the Annual Meeting in May, and, all being well, is elected as Town Mayor in the following May.

The Deputy Town Mayor is Deputy Chairman of the Council and will chair the Council meetings if the Mayor is absent.

If the Town Mayor is unable to attend an event to which s/he has been invited the Deputy Mayor may attend instead.

The Deputy Town Mayor wears the emblem when representing Camelford.

SENIOR COUNCILLORS

After 3 terms of office, a long service badge will be awarded.

HONOURED CITIZEN

The appointment of an Honoured Citizen is made by the Council in recognition of exceptional service to the life of the town. The Citizens are invited to play a role in all civic events, joining the Mayor and Councillors in procession. On appointment a certificate is presented together with a badge of office to be worn on civic occasions (see separate criteria and procedures).

TOWN CLERK

The Town Clerk is the principal officer of the Town Council and supports the Town Mayor on civic and ceremonial occasions. The Town Clerk offers support and guidance to the Mayor and Deputy Mayor if required.

MAYOR'S Youth Representative

The Mayor's Youth Representative is appointed at the discretion of the Mayor. The Mayor's Representative may accompany the Mayor on Remembrance Sunday and, if invited, to functions outside the town.

REMEMBRANCE SUNDAY

The Remembrance Sunday parade and service are organised by the Royal British Legion. The main parade lines up in Lanteglos Lane outside entrance to Bowood Golf Club and moves off first. The Town Council's section forms up behind the Town Band.

The order of the Town Council's section is:

- Lord Lieutenant
- Mayor and Consort
- (Mayor's Youth Representative)
- Member of Parliament
- Town Clerk
- Deputy Mayor and Consort
- Camelford Councillors and spouses
- Honoured Citizens
- Cornwall Councillors

Mayor, if invited, will deliver a reading during the church service

REMEMBRANCE DAY 11am

Gathering at Market Place and War Memorial, where a short open air service is held organized by the Town Council. Bugler plays before and after the silence. Wreaths are laid, the first being laid by the Town Mayor on behalf of the town, and s/he reads the list of names.

ROYAL VISITS

All Royal visits must be arranged through the Lord Lieutenant's office, which is based at County Hall in Truro. Guidance notes on arrangements and protocol are available on the Cornwall Council website. Meticulous planning is the key to a successful visit. Royal visits should be requested at least 12 months in advance.

ROYAL EVENTS – concerning Monarch and the Heir

Royal Births – a formal letter of congratulations will be sent.

Royal Marriages – a formal letter of congratulations will be sent.

Royal Deaths – a formal letter of condolence will be sent.

If the death is that of the Sovereign, the Council will provide a book of condolence for signing by members of the public. The Mayor and Vicar will arrange a thanksgiving and memorial service. The Council will process to the service; the order will be that for Remembrance Sunday.

If the death is that of the Sovereign, a proclamation ceremony will be arranged for the new monarch. The Town Council will process from the Town Hall to the Market Place. The Town Mayor will make the proclamation.

Coronation of a monarch – a formal letter of congratulations, including regret for the death of the former sovereign, will be sent. The Town Mayor and Vicar will arrange a thanksgiving service. The Council will process to the service; the order will be that for Remembrance Sunday. The Events Working Group will facilitate celebrations in the town.

CIVIC FUNERALS and PUBLIC MOURNING

When an existing or long-standing Town Councillor dies, members of the Town Council will attend the funeral, at the invitation of the family. When the Mayor attends wearing the chain of office, the church should be notified. In other circumstances, individual members will decide whether to attend.

Members of the Council should wear a black armband 3.25" wide on the left arm. Black ties should be worn.

The Council standard should be flown at half-mast on the death of the monarch until sunset on the day of the funeral. Flags will be flown at half-mast on the day of the funeral of other members of the Royal family, prime ministers and former prime ministers, subject to special commands from the Monarch.

COMMEMORATIONS AND OTHER EVENTS

Town Council Events (as part of Events Working Group)

The Events Working Group meeting at regular intervals during the year to organise the following events:

- Easter Eggstravaganza
- Four Days of Fun
- Camelford in Bloom
- Stand at Camelford Show
- Pumpkins on Parade
- Winter Festival

The Mayor is usually responsible for organising and attending the Mayor's Afternoon Tea (which takes place during Four Days of Fun in May half-term) and the Senior Citizens Christmas Lunch. The Mayor is also asked to judge various competitions, from Lego Competitions, Camelford in Bloom and Pumpkins on Parade.

It is the expectation that the Mayor opens and closes Music in the Park. The Mayor presents winners of Camelford Introducing music competition.

The Deputy Town Clerk organizes Camelford in Bloom in partnership with the Mayor. The Mayor and member of the public judge the competition.

Camelford Events

The Mayor (together with an appointed member of the public) switch on the Christmas lights. The Mayor gives a small talk, and thanks those who have organised the Winter Festival. The Deputy Town Clerk provides these details.

The Mayor, with specifically invited persons or competition winners, will ride in a limousine in the Camelford Carnival.

County and other Events

The Council will be asked to participate in events of local, regional, national and international importance. The Council may be asked to organise events or to take part in events organised by others. Each will be considered on its merits.

The Mayor, or Deputy Mayor in his/her absence, is expected to represent Camelford at civic events around the County. This includes, but is not limited to Mayor Makings, Civic services, Fetes, Charity Balls and Celebrations.

FLAG FLYING

The flag of St Piran, the Union flag and Camelford Town Council are flown from the Town flagpoles every day. Other flags can be flown at the discretion of the Council



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 – 6th March 2020

1. Members Present and apologies
AB AS CH SE MC, EG, Clerk. Apologies: LR
2. To **review** previous minutes of SEPP Working Group and receive relevant updates. Maps and noticeboards due to be started this month, walkers are welcome – DC working on final drafts, OCM – planning permission and café set-up. Beating the bounds – scheduled four days of fun.
3. Cemetery memorial and monuments policies/forms were reviewed there will be some tweaks following the meeting with the memorial mason and sexton
Sexton – Allan Roberts gave some good advice about digging graves and the practical logistics involved in cemetery management. Better to start at the lowest point; at the bottom of a slope and work up. Start work at the fence line and then work back up the hill. With the orientation of the fence line graves – would be better to have footstones rather than headstones. Caskets require 1½ plots so will be buried separately and the end of rows – needs to be reflected in the fees.
4. The civic events and procedures policy was reviewed – amended document to go to FC; to include recommendations for additional regalia/badges, for long service – 3 terms of office, town clerk – cost up silver gilt badge. Clerk to locate other Town heritage items - mace etc. Could potentially be displayed in the Town Hall. Get A4 leather bound photograph album for pictures of Mayors – no space to display on walls. Discussed Mayor's charity events and civic ceremonies.
5. Tourism in North Cornwall; to consider separate website for tourist information in the future and become a TIC in the library at next meeting. Cycle routes, feasibility studies were done in the noughties and follow-on economic impact and costings reports from Sustrans are available – data needs updating; but this is network and CC level. CTC should lobby for it; as CTC did for the bypass. The budget and capability required is outside the CTC scope.
6. Post bypass strategy and consultation requirements for the APM. Consultations were undertaken through the NDP process – already have a consultation document. Current issues in car parking in Clease area. School has 40+ spaces that could be used of an evening and weekend. Possibility of a car share car park elsewhere. Clease Green could be used as a green car park – to raise idea with the TT again (Meeting on the 9th). Could send letters to supermarkets – ALDI/LIDL to see if they might be interested.
7. Job descriptions and contract for the café and outreach worker, Saputo contract were reviewed.
8. Advertising in the public toilets. Cllr Hewlett noted that at a meeting with Juliots Well, they mentioned that they advertise in other public toilets for quite a substantial fee! Cllr Hewlett will pass on details so that this can be investigated further.
10. Set up of committees/working groups from May. To remain similar but to have alternate month meetings for estates and Properties/SEPP, so that they are both bi-monthly rather than quarterly.
8. Date and Items for next meeting.
Friday 5th June 10am – but will be rescheduled due to RCS and change in meeting frequencies
Tourism/marketing

Wallgate Limited
Crow Lane
Salisbury
Wiltshire
SP2 0HB
United Kingdom

Your Ref: Replacements
Our Ref: JENKINSS-20592

Attn: Amanda Lash
Camelford Town Council
Town Hall
Market Place
Camelford
PL32 9PD
Monday 9th March 2020

Dear Amanda Lash,

Many thanks for your recent enquiry and in accordance with our understanding of your requirements we have pleasure in submitting our quotation as follows:

The price below is the complete price per unit, which includes the following:

- 1) Delivery to site of the new units.
- 2) Replacement of old units with the new (including materials for final connection to existing services), also a 12mm thick formica HGP decorative laminate panel (see drawing, available on request) to cover the existing aperture.
- 3) Commissioning of new units, leaving new units ready for use.
- 4) Removal of old units from site.
- 5) Subject to site survey.

Part Number & Description	Quantity	Price	Line Total
THRII-SS - Thrii Automatic Handwash Dryer; S'Surface; Colour TBA	1 EA	£1,677.63 each	£1,677.63
THRII-WP-01 - Thrii SGL wall panel to replace RAX/RSA/FSA. (Issue 4)	1 EA	£350.20 each	£350.20
THRII-INS-KIT - Thrii Installation kit.	1 EA	£95.42 each	£95.42



SERVICE-ENG-TIME - Service engineers site attendance & time on site	1	£882.00 each	£882.00
SA2082 - BOX OF 4 WALCARE 208 GOLD LIQUID SOAP 2.5 LITRE	1.000 BOX	£30.72 each	£30.72

Total Value: £3,035.97

Please be aware; Wallgate representatives cannot carry out any additional building or electrical works, including re-tiling or other making good which may be necessary before, during or after these works. Every precaution will be taken to avoid causing damage.

COMMENTS & CONDITIONS:

- BREXIT - please note, in the event of a no-deal exit from the EU we will not be able to provide our usual price validity unless your order has been acknowledged. Potential changes to trade tariffs and/or devaluation in our currency, are out of our control.
- Wallgate's products are manufactured in line with Wallgate Quality Standards, details of which are available from Wallgate on request.
- Solid surface sanitary ware is available in 12 off standard colours, please refer to our colour chart for options.
- When placing orders for items that involve through wall fixings and connections please provide the nominal wall thickness.
The standard length of all cables is 4m. 2 and 4m extensions are available if required.
- A minimum 2 weeks notice is required before the start of any commissioning or other on-site works.
- This quotation is valid for 28 days from date of issue.
- All prices (except spare parts, commissioning and other on site works) to locations within the UK are carriage inclusive based on a 3 day delivery service.
- All prices are exclusive of VAT and Import Duties. VAT will be charged at the prevailing rate.
- We reserve the right to review our quotation if the currency exchange rate fluctuates by 10% or more from today's published exchange rates.
- Unless otherwise agreed by Wallgate and confirmed in writing all quotations are based on Wallgate's standard Terms and Conditions of Sale. Please request a copy if not attached to this quotation.
- Delivery is normally 20 working days (spare and replacement parts 5 working days) from order acknowledgement for standard products.
- Bespoke products estimate 12 weeks from acceptance of design and order acknowledgement.

Payment terms:

- Credit account invoices to be paid 30 days from date of invoice, subject to a credit account being granted.
- For UK Pro-Forma accounts, with a project value greater than £10,000.00, payment terms are 50% with receipt of order, remaining balance to be received and cleared prior to dispatch of any goods.
- for non-UK Pro-Forma accounts, 100% payment with receipt of order.
- All Payments are to be in-line with Wallgate's terms and conditions of sale.



Kind regards,

Susanne Jenkins
Non-Secure Sales Co-Ordinator



Wallgate Limited

Crow Lane

Salisbury

Wiltshire

SP2 0HB

United Kingdom

Date of Application: 9.3.20

Sales Contact Name: Emma Smartt

CUSTOMER APPLICATION FOR A CREDIT ACCOUNT

FULL NAME OF BUSINESS: CAMELFORD TOWN COUNCIL

COMPANY REGISTRATION NUMBER: (IF APPLICABLE)

VAT NUMBER:

INVOICE ADDRESS:

TOWN HALL

MARKET PLACE

CAMELFORD

CORNWALL

POSTCODE: PL32 9PD

REGISTERED OFFICE (IF DIFFERENT):

POSTCODE:

TIME IN BUSINESS: CHARTER 1259 YEARS

TIME AT THIS ADDRESS: 1 YEARS

NAMES OF PARTNERS/PROPRIETORS & HOME ADDRESS (IF NON-LTD COMPANY)

POSTCODE:

POSTCODE:

SALES CONTACT:

ACCOUNTS CONTACT:

EMAIL:

EMAIL: admin@camelford-tc.gov.uk

TEL NO:

TEL NO: 01840 212880

FAX NO:

FAX NO:

AMOUNT OF CREDIT REQUIRED: £ 4,000 PER MONTH / PER ANNUM

I/WE THE UNDERSIGNED STATE THAT THE ABOVE INFORMATION SUPPLIED IS CORRECT AND AGREE TO THE "TERMS OF CREDIT" AS STATED BELOW AND IF NON-LTD I/WE AGREE TO A PERSONAL CREDIT CHECK

NAME (PLEASE PRINT)

ESTHER GREIG

NAME (PLEASE PRINT)

CLAIRE HEWLETT

SIGNED: [Signature]

SIGNED:

POSITION: Director or Company Secretary

POSITION: Proprietor or Partner MAYOR

*Delete as appropriate

IN SIGNING THIS APPLICATION YOU AGREE TO PAY ACCORDING TO OUR STANDARD PAYMENTS OF 30 DAYS NETT FROM INVOICE DATE.

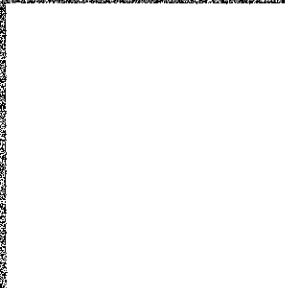
ANY ALTERNATIVE PAYMENT TERMS MUST BE CONFIRMED BY WALLGATE LTD IN WRITING TO BE EFFECTIVE.



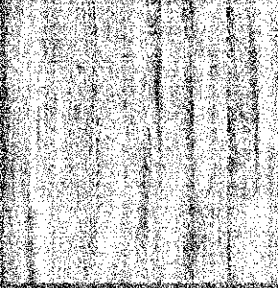
Tel: +44 (0) 1722 744 594 | Fax: +44 (0) 1722 742 096 | Email: sales@wallgate.com | wallgate.com

Wallgate Limited. Registered in England No. 156022

Thrii hand wash dryer replacment panel colour options



F2273 Seringa



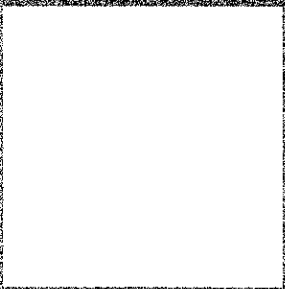
F5374 Elegant Oak



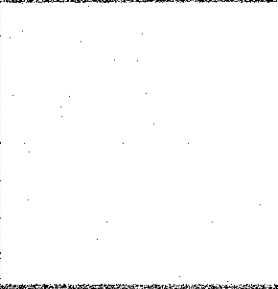
F8058 Just Rose



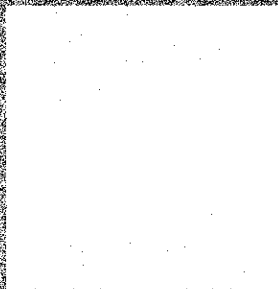
F7895 Spectrum Red



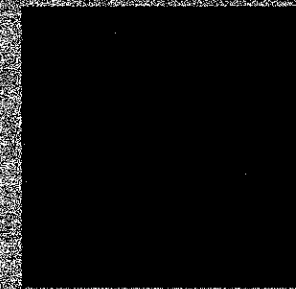
F2255 Polar White



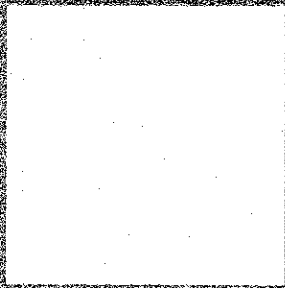
F0231 Peaceful Blue



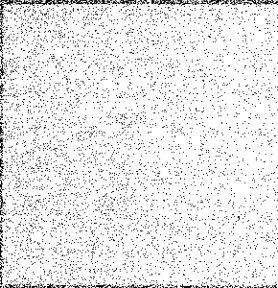
F6725 Paloma Just Blue



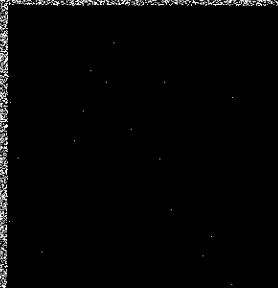
F6726 Paloma Denim



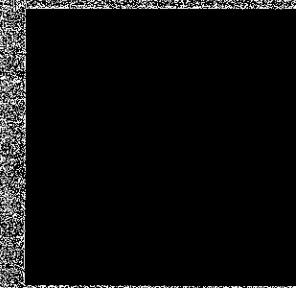
F7927 Folkestone



F3735 Krypton



F7912 Storm



F2253 Diamond Black

Panel Material

12mm thick Formica HGP decorative laminate

Fire rating: EN438-7:2005 Euroclass (CWFT)

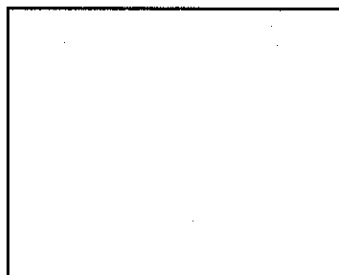
Class D-s2, d0 when used in accordance with the standard

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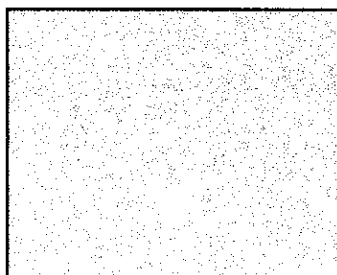
ROBUST. INNOVATIVE. WASHROOMS

Solid Surface Colour Range



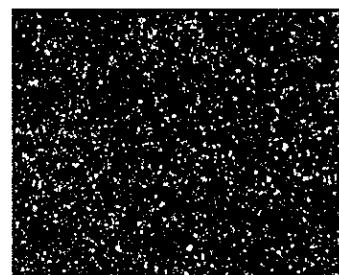
Diamantina

LRV: 35 RAL: 7044



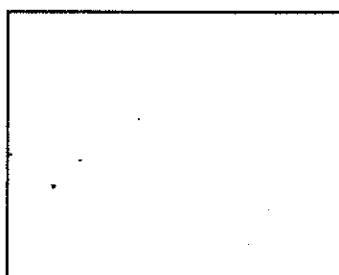
Orange

LRV: 16 RAL: 1007



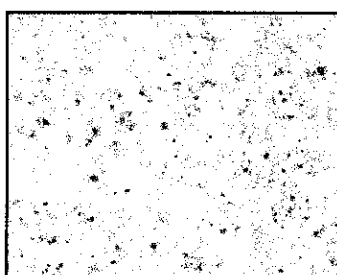
Aubergine

LRV: 8 RAL: 8012



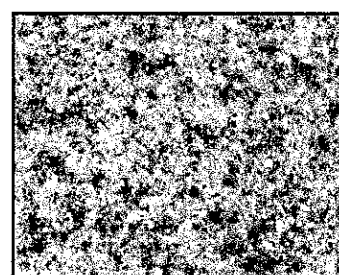
Frost

LRV: 40 RAL: 7038



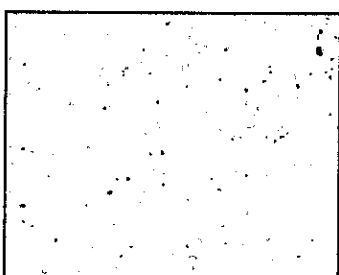
Hyco

LRV: 21 RAL: 6021



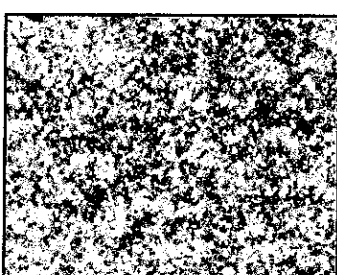
Bluestone

LRV: 18 RAL: 5012



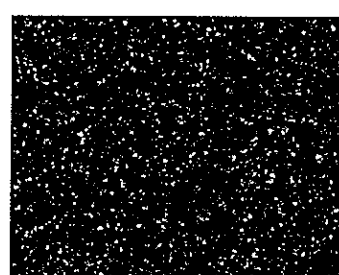
Thames

LRV: 33 RAL: 7040



Slate

LRV: 21 RAL: 7045



Black

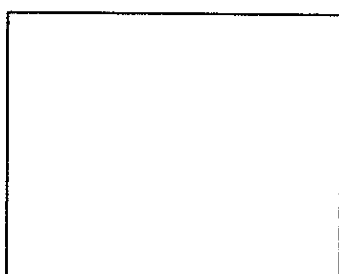
LRV: 6 RAL: 9004

Solid Colours



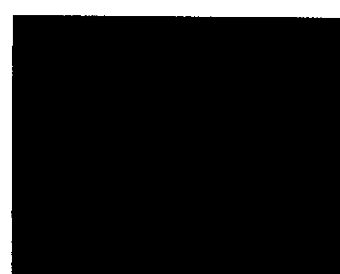
Grey

LRV: 3 RAL: 7011



White

LRV: 87 RAL: 9010



Blue

LRV: 4 RAL: 5003

06.16



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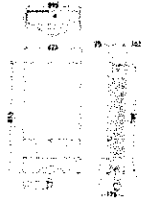


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Specification

Description

Automatic hand wash station with soap, water and warm air cycle (all processes are fully adjustable)

Standard

BS EN 60335-2-23

Operation

Fully Automatic

Dimensions

H815 x W422 x D176mm

Voltage

220 - 240V 50Hz ac

Current



[Fast UK-Wide Delivery](#)



[Home](#) > [Dispensers](#) > [Washroom Combination Units](#) > Thrii Anti-vandal Recessed Hand Wash and Dryer Unit

Thrii Anti-vandal Recessed Hand Wash and Dryer Unit

£2,117.00 ex VAT

£2,540.40 inc VAT

Thrii_ss

[Print Page](#)  


The Thrii is a revolutionary design and the latest in the range of recessed anti-vandal hand wash/dryers.

Available in a range of vibrant solid surface colours or stainless steel finish options. Save space, water, energy - and eliminate paper towel waste!

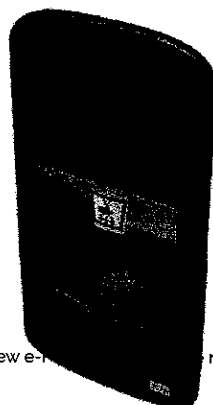
Qty

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Email: allanrobertssexton@gmail.com

Camelford Town Council

9/3/2020

Esther Greig Clerk

I Price for digging grave at Camelford New Cemetery

Single and Doubles £490

Trebles (9ft deep) £590

Caskets bigger than Coffins £550

Ash plots £85

Grave digging contract Fix for 3 Years

Surplus Soil will Be Removed form Cemetery

Taking to a Waste Recycling Depot

T Julian & Son Fraddon

I enclose the required Certificates

-- Public Liabilities Insurance

Waste Carriers Licence

Risk Assessment / Method Statement

Certificates for health & Safety

Hope it meets the council Requirements

Allan Roberts





"WHISTLEBLOWING" POLICY

(Making a Disclosure in the Public Interest)

Adopted 17 March 2020

1. Introduction

Camelford Town Council (CTC) is committed to the highest standards of openness, probity and accountability.

An important aspect of accountability and transparency is a mechanism to enable staff/councillors of CTC to voice concerns in a responsible and effective manner. It is a fundamental term of every contract of employment that an employee will faithfully serve his or her employer and not disclose confidential information about the employer's affairs. Nevertheless, where an individual discovers information which they believe shows serious malpractice or wrongdoing within CTC then this information should be disclosed internally without fear of reprisal, and there should be arrangements to enable this to be done independently of line management (although in relatively minor instances the line manager would be the appropriate person to be told).

The Public Interest Disclosure Act, gives legal protection to employees against being dismissed or penalised by their employers as a result of publicly disclosing certain serious concerns. CTC has endorsed the provisions set out below to ensure that no members of staff/councillors should feel at a disadvantage in raising legitimate concerns.

It should be emphasised that this policy is intended to assist individuals who believe they have discovered malpractice or impropriety. It is not designed to question financial or business decisions taken by CTC nor should it be used to reconsider any matters which have already been addressed under harassment, complaint, disciplinary or other procedures.

2. Scope of Policy

This policy is designed to enable employees/councillors of CTC to raise concerns internally and to disclose information which the individual believes shows malpractice or impropriety. This policy is intended to cover concerns which are in the public interest and may at least initially be investigated separately but might then lead to the invocation of other procedures e.g. disciplinary. These concerns could include:

- Financial malpractice or impropriety or fraud
- Failure to comply with a legal obligation or Statutes
- Dangers to Health & Safety or the environment
- Criminal activity
- Improper conduct or unethical behaviour
- Attempts to conceal any of these

3. Safeguards

a) **Protection** - this policy is designed to offer protection to those employees/councillors of CTC who disclose such concerns provided the disclosure is made:

- in good faith
- in the reasonable belief of the individual making the disclosure that it tends to show malpractice or impropriety and if they make the disclosure to an appropriate person (see below). It is important to note that no protection from internal disciplinary procedures is offered to those who choose not to use the procedure. In an extreme case, malicious or wild allegations could give rise to legal action on the part of the persons complained about.

b) **Confidentiality** - CTC will treat all such disclosures in a confidential and sensitive manner. The identity of the individual making the allegation may be kept confidential so long as it does not hinder or frustrate any investigation. However, the investigation process may reveal the source of the information and the individual making the disclosure may need to provide a statement as part of the evidence required.

c) **Anonymous Allegations** - this policy encourages individuals to put their name to any disclosures they make. Concerns expressed anonymously are much less credible, but they may be considered at the discretion of CTC. In exercising this discretion, the factors to be taken into account will include:

- The seriousness of the issues raised
- The credibility of the concern
- The likelihood of confirming the allegation from attributable sources

d) **Untrue Allegations** - If an individual makes an allegation in good faith, which is not confirmed by subsequent investigation, no action will be taken against that

individual. In making a disclosure the individual should exercise due care to ensure the accuracy of the information. If, however, an individual makes malicious or vexatious allegations, and particularly if he or she persists with making them, disciplinary action may be taken against that individual.

4. Procedures for Making a Disclosure

On receipt of a complaint of malpractice, the member of staff who receives and takes note of the complaint, must pass this information as soon as is reasonably possible, to the appropriate designated investigating officer as follows:

- Complaints of malpractice will be investigated by the Clerk unless the complaint is against the Clerk or is in any way related to the actions of the Clerk. In such cases, the complaint should be passed to the Chair of the Staffing Committee for referral.

If there is evidence of criminal activity then the investigating officer should inform the police. CTC will ensure that any internal investigation does not hinder a formal police investigation.

5. Timescales

Due to the varied nature of these sorts of complaints, which may involve internal/external investigators and/or the police, it is not possible to lay down precise timescales for such investigations. The investigating officer should ensure that the investigations are undertaken as quickly as possible without affecting the quality and depth of those investigations.

The investigating officer, should as soon as practically possible, send a written acknowledgement of the concern to the complainant and thereafter report back to them in writing the outcome of the investigation and on the action that is proposed. If the investigation is a prolonged one, the investigating officer should keep the complainant informed, in writing, as to the progress of the investigation and as to when it is likely to be concluded.

All responses to the complainant should be in writing and sent to their home address marked "confidential".

6. Investigating Procedure

The investigating officer should follow these steps:

- Full details and clarifications of the complaint should be obtained.
- The investigating officer should inform the member of staff/councillor against whom the complaint is made as soon as is practically possible. The member of staff/councillor will be informed of their right to be accompanied by a trade union or work colleague at any future interview or hearing held under the provision of these procedures. At the discretion of the investigating officer and dependant on the circumstances of the complaint an alternative representative may be allowed e.g. the individual's legal representative.

- The investigating officer should consider the involvement of Cornwall Council and the Police at this stage and should consult with the Chair if appropriate
- The allegations should be fully investigated by the investigating officer with the assistance where appropriate, of other individuals/bodies.
- A judgement concerning the complaint and validity of the complaint will be made by the investigating officer. This judgement will be detailed in a written report containing the findings of the investigations and reasons for the judgement. The report will be passed to the Clerk or Chair as appropriate.
- The Clerk and/or Chair will decide what action to take. If the complaint is shown to be justified, then they will invoke the disciplinary procedures.
- The complainant should be kept informed of the progress of the investigations and, if appropriate, of the final outcome.
- If appropriate, a copy of the outcomes will be used to enable a review of CTC procedures.

If the complainant is not satisfied that their concern is being properly dealt with by the investigating officer, they have the right to raise it in confidence with the Chair.

If the investigation finds the allegations unsubstantiated and all internal procedures have been exhausted, but the complainant is not satisfied with the outcome of the investigation, CTC recognises the lawful rights of employees and ex-employees to make disclosures to prescribed persons or body (e.g. the Health and Safety Executive). A full list of prescribed people and bodies can be found on the Government Website (www.gov.uk).