



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig BA (Hons) CiLCA

Town Hall
Market Place
Camelford
PL32 9PD

01840 212880

clerk@camelford-tc.gov.uk
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 a Consultation of the items below has been requested of the members of Camelford Town Council. Deadline for responses to this consultation request is Midnight **Tuesday 21st April 2020**.

Members of the public who wish to comment on any of the items are requested to email the Clerk by 5pm 20th April 2020.

Yours sincerely,

Esther Greig

Esther Greig, Town Clerk.

1. Clerk's report

Wallgate in Men's Public Toilet will be installed this week. Churchfield car park interceptor has been emptied. Pocket Parks grant application was rejected. Cemetery is open – local funeral directors have been informed; page has been added to CTC website. Radon testing kit has been sent back. £10k was moved from savings account to current account to cover end of year period and has been moved back. Lime Tree at Tregoodwell – CC will do a climbing inspection at its first opportunity following lock-down; but it will not take responsibility for it now or in the future. Accounting end of year has been completed. Broadwood Path steps have been replaced. Requests for help during self-isolation have been forwarded to Volunteer Cornwall. Have volunteered CTC admin support for the CC local community hub (see CALC FAQ 7C Any Cllrs interested in volunteering?). If CTC is to hold virtual meeting then it also has to be accessible to the public (see CALC FAQ 7B) – continuing to look for best option for this – have asked Yetiserve for advice. There is no statutory duty for CTC to call an annual parish meeting of electors. Office staff are working from home where possible but collecting work from Town Hall on alternative days to avoid contact. Grounds staff are working on alternative days where possible; mainly ensuring cemetery is ready and ensuring public health by continuing to litter pick/change bins. Enfield park will require sporadic essential maintenance during which time the park or sections will be temporarily closed to the public to ensure social distancing.

2. Consultations for delegated decision by Mayor/Clerk on Wednesday 22nd April 2020

Councillors to reply by email or post by Midnight 21st April 2020

A. Planning

PA20/02334. Old Cattle Market Skatepark, Cleas Road. Camelford Town Council. Change of use of former cattle market to recreation area, including siting of three container units to provide café and covered seating areas, siting waterless WC and repositioning CCTV approved under PA18/07731 [weblink](#).

PA20/02421. Adjacent to Manor Gardens. Miss Amy Roberts. Felling of one sycamore tree [weblink](#)

PA20/02666. Strathside. Trevia Lane. Mr Barry Parker. Proposed extension to dwelling and detached garage. [weblink](#)

PA20/02751. Middle Warren, Trefew Road. Mr Carl Marsh. Construction of deck to rear of property and change of window to patio door. [weblink](#)

For Information

PA20/00473. Trewen Lanteglos. Mr M Gynn. Yard/roofing works. **Approved**

B. Consultation Items

- a. Whether to pay grant application for £1,000 to the Parish of Lanteglos-by-Camelford for grass cutting and hedge maintenance (budgeted expenditure).
- b. Whether to enter into 3-year green electricity contract with SSE for Enfield park. Renewal comes due with British Gas 23rd April – it does not provide a green electricity tariff. SSE are the cheapest of the quotes provided by broker. Approx total cost of £1654.23 over the 3 year period.
- c. Whether to renew maintenance agreement with Jackson Lifts for 2020-21 £1201 + VAT.
- d. Following CC's decision to remove recycling banks from Churchfield car park... Whether to provide recycling banks at Churchfield car park at CTC cost of approx £500pcm haulage + £50 per tonne paper/£40 cardboard. To get rid of fly tipping from that area - charged to CTC at £25 per item, then additional fee for tyres £15, £22 mattresses, £15 electrical items, £58 fridges. +VAT. Clerk notes that this expenditure has not been budgeted for and could cost CTC over £10k per year. CC notes in its explanation of removal of the service that all households have a doorstep recycling service now and that these areas can end up as dumping ground for commercial waste.
- e. Whether to enter into one-year contract with Biffa for commercial waste removal at Enfield Park - £1275 + VAT, OCM £600 +VAT. This includes provision of waste bins. Represents best value. CC contract with Biffa for Enfield Park has finished, but continues to cover High Street/Market Place/A39

3. Accounts

| | | | |
|------------------------|--|-------------|-----------|
| a. | To note Balances at 15 th April 2020 | | |
| | Current Account | £135,440.84 | |
| | Tracker Account | £51,400.27 | |
| | NS&I | £42,179.82 | |
| | CCLA | £80,000.00 | |
| b. | Clerk and Mayor will authorise the payments of Accounts Outstanding as per Financial Regulations | | |
| Staff | April Wages + expenses | BACS | £7,044.93 |
| HMRC | April Tax & NI | BACS | £2,058.97 |
| Cornwall Pensions | April Pension contributions | BACS | £2,107.70 |
| Cornwall Pensions | Annual contribution | BACS | £1,300.00 |
| C Hewlett | Mileage – Truro/Redruth | BACS | £76.20 |
| Positive energy | Library Electricity | DD | £680.51 |
| Positive energy | Library Electricity | DD | £160.23 |
| Microsoft | One drive | DD | £1.99 |
| Seadog IT | Tech Support | BACS | £13.75 |
| British Gas | Enfield Park Electricity x 3 | DD | £137.42 |
| Perran Skips | Disposal of 3 tyres | BACS | £36.00 |
| Broadband Buyer | Power supply x 3 | Debit | £43.24 |
| KCS Print | Parking permits for 2020 | BACS | £210.00 |
| Voiphone | Telephones | DD | £8.40 |
| IJES Ltd | 35% deposit Library Lights | BACS | £793.67 |
| Arrowmail Ltd | Annual Email and storage | BACS | £261.22 |
| Plusnet | April Internet | DD | £52.20 |
| Voiphone | Telephone call top-up | Debit | £50.00 |
| C F Garden Services | Repair and Parts for ride on mower | BACS | £288.50 |
| CPRE | Annual Membership | BACS | £36.00 |
| ICCM | Annual Membership | BACS | £95.00 |
| Barclays | Bank Charges | DD | £11.84 |
| Cornwall ALC | Annual Membership | BACS | £956.23 |
| Came & Company | Van Insurance | BACS | £620.87 |
| Post Office | 100 x 2 nd class stamps | Debit | £65.00 |
| SWW | Water Allotments | DD | £114.93 |
| Camelot Garage | Fuel for maintenance | BACS | £60.00 |
| R Sleep | Maintenance Supplies | BACS | £36.16 |
| Green Scheme Solutions | 28 Footpath planks (Broadwood) | BACS | £849.00 |
| Staples | Office supplies | Debit | £85.02 |
| Pennon | Library - water | DD | £39.50 |
| Plusnet | Broadband | DD | £52.20 |
| Voiphone | Telephone top-up calls | Debit | £50.00 |
| Andy Lawler | Technical services | DD | £40.00 |
| Pennon Water | Public Toilets - water | DD | £133.50 |
| Town Trust | Market Place - Annual Rent | DD | £20 |
| Town Trust | Library rent | DD | £469.79 |

| | | | |
|------------------|-------------------------------------|------|-------------------|
| Seadog IT | Webhosting | DD | £25.00 |
| Autobank | Van loan repayment | DD | £230.61 |
| PWLB | Churchfield car park | DD | £4862.42 |
| Cornwall Council | Churchfield Park – Business Rates | DD | £445.10 |
| Cornwall Council | Enfield Park Store – Business Rates | DD | £53.28 |
| Cornwall Council | Library/Town Hall – Business Rates | DD | £622.60 |
| Paul Dewhurst | Replacement of Broadwood path steps | BACS | £641.00 |
| Bunzl | Toilet supplies | BACS | £425.51 |
| | TOTAL | | £26,365.49 |

a. To **note** Income

| | | | |
|---------------------|---------------------------|------|--------------------|
| Post Office Counter | Car park ticket income | Cash | £38.50 |
| Post Office Counter | Car park ticket income | Cash | £33.50 |
| Post Office Counter | Library takings Feb/March | Cash | £157.15 |
| Revival Books | Old library book stock | AC | £22.14 |
| Revival Books | Old library book stock | AC | £18.01 |
| Cornwall Council | Precept | AC | £130,098.50 |
| Cornwall Council | CTS Grant | AC | £5896.05 |
| | TOTAL | | £136,263.85 |

For Information

Non-Domestic Rates 20/21 - bills received: Enfield Park Store £359.28, Churchfield car park £4441.10, Town Hall/Library £3193.60.