



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

Dear Members

I hereby give you notice that an Ordinary Meeting of Camelford Town Council will be held on **Thursday 1st October 2020 at 7.00pm** via Zoom - meeting ID 85268601701.

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 watch online via Facebook <https://www.facebook.com/camelfordtc> Members of the public who wish to address Council during public participation regarding items on the agenda are requested to email the Clerk by 5pm 30th September 2020 – you will be sent the meeting password on Thursday.

1. **To note Councillors present**
2. **To receive Apologies for absence with reasons**
Cllr Rathbone – personal
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 15th September 2020 (attached).

6. **To receive Clerk's report**

Matters arising from the Minutes. Recycling area in Churchfield car park – fencing. Pond maintenance. Tree decay inspection. Library heating. SSE electricity – phoned in a meter reading – CTC account will be credited.

7. **Planning**

Any late applications will be discussed under this section.

PA20/04205. Land north West of Bowood Park, Lanteglos. Bowood Park Hotel and Golf Club. Proposed development of residential units – outline with some matters reserved (access applied for). [weblink](#)

PA20/07229. Bodulgate Farm to Trewalder to Lane End Cottage. Mr Andrew Kempthorne. Extension of an agricultural cover shed, together with associated works. [weblink](#)

PA20/07230. Bodulgate Farm to Trewalder to Lane End Cottage. Mr Andrew Kempthorne. Extension of an agricultural cover shed, together with associated works.

PA20/07231. Bodulgate Farm to Trewalder to Lane End Cottage. Mr Andrew Kempthorne. Extension of an agricultural cover shed, together with associated works. [weblink](#)

PA20/07861. 1 Mount Camel. Mr and Mrs R Hill. Single storey extension to side. [weblink](#)

For Information

PA20/04619. Land rear of 9 Mount Camel. Mr T Speight. **Refused**

PA20/05946. Bodulgate Farm to Trewalder to Lane End Cottage. Mr Andrew Kempthorne **Approved.**

8. Portfolio Reports

- a. Mayor's Report – Cllr Rotchell
- b. CAN Report – Cllr Hewlett

9. Correspondence

- a. Letter from resident regarding installation of BT pole in Churchfield car park.
- b. Letter from resident regarding various matters. To **resolve** to allow parking at Lanteglos cemetery at the request of St. Julitta

10. Agenda Items

- a. To **note** the response to the planning consultations.
- b. To **note** the minutes of the estates and properties working group meeting
- c. To **resolve** to instruct South West Water for OCM water connection £691.60
- d. To **note** the minutes of the SEPP Working Group meeting
 - i. To **resolve** to write to Supermarkets regarding opportunity in Camelford
 - ii. To **resolve** to maintain current position of signposting residents to appropriate organisations helping with the pandemic response
 - iii. To **resolve** that, in principle, depending on details of lease provisions, CTC will receive Clease Road car park as a devolved asset from Cornwall Council.
 - iv. To **resolve** to waive library fines until April 2020.

11. Accounts

- a. To **note** Balances at 22nd September 2020

Current Account	£159,454.24
Tracker Account	£51,420.82
NS&I	£42,179.82
CCLA	£80,000.00

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

Pennon	Library Water	DD	£39.50
Microsoft One drive	cloud backup	DD	£1.99
Spar	office supplies	Debit	£9.68
Voiphone	call system	DD	£9.60
Cornwall Council	Parking Enforcement	BACS	£113.40
SLCC	Virtual Conference	BACS	£30.00
SWW	Allotments	DD	£115.16
Drain Division	Clearing/surveying OCM drain	BACS	£1,103.20
Yesss Electrical	CCTV OCM	BACS	£115.56
R Sleep	Maintenance supplies x 2	BACS	£291.58
Print concern	Union Flag	BACS	£132.00
Bunzl Cleaning supplies	Hand Sanitiser	BACS	£288.00
JB Confidential	Confidential waste disposal	BACS	£14.40
Jag signs	Banner	BACS	£434.34
Positive Energy	Library Electricity	DD	£107.89
Positive Energy	Library Electricity	DD	£139.94
Post Office	Postage	Debit	£2.45
	TOTAL		£2,948.69
a.	To note Income		
Post office counter	Parking machine and permits	cash	£120.00
Residents	Parking permits	AC	£25.00
Cornwall Council	CTS Grant	AC	£5,896.04
Cornwall Council	Precept	AC	£130,098.50
Cornwall Council	Community Chest Banner Grant	BACS	£350.00
	TOTAL		£136,489.54

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, Staff.

- a. To **discuss** and **resolve** upon contractor for office and reception Desk heating.
- b. To **resolve** upon new library staff and contract
- c. To **discuss** land adjacent to OCM skatepark and to resolve on Phase 3 OCM

13. To note items for 20th October 2020 Agenda.

RESKAMMEL



CAMELFORD TOWN COUNCIL

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Town Hall
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Cornwall

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Ordinary Council Meeting – 15th September 2020

Minutes of the Ordinary meeting of the Council held virtually on Zoom 7pm

1. To note Councillors present

Cllr Rotchell (Mayor) opened the meeting at 7.00pm with 7 Councillors present: Cllrs Ackroyd-Johnson, Bond, Burgis, Coombes, Hewlett, Scawn, Shaw 20/335

2. To receive Apologies for absence with reasons

Cllrs Grigg and Rathbone - Personal

It was **resolved** to accept the apologies

Proposed: Cllr Bond **Seconded: Cllr Coombes** **unan** **20/336**
Cllr Elford to join later.

3. To receive Declarations of Interest & Approve Dispensations

Cllr Scawn 12. Agenda pecuniary to leave the room 20/337

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

Cllr Jordan attended 20/338

5. To receive and approve the Minutes of:

It was **resolved** to approve the minutes of the Ordinary Meeting 3rd September 2020

Proposed: Cllr Burgis **Seconded: Cllr Coombes** **8-0 (1abs)** **20/339**

6. To receive Clerk's report

Matters arising from the Minutes. Recycling area in Churchfield car park – bins have been removed fencing will go later this week. Car park ticket machine is now working, have requested amendment to line painting quote to touch up the white arrows and 2 x red lines that are wearing out. Staff appraisals are taking place this month, interviews for Saturday library position are taking place this Saturday. Have changed the dates for some of the working group meetings – pulled them forward from November due to budget setting.

Cllr Rotchell noted that with the problems of antisocial behaviour last year, the Area Police Inspector promised daily walks through town to ensure visibility of his Officers and reduce incidents. This doesn't seem to be happening now. Cllr Bond noted the hours he spends in the park without seeing Police officers. Clerk to contact area Inspector. 20/340

7. Planning

PA20/06691. Strathside, Trevia Lane. Mr Barry Parker. Proposed extension to dwelling and detached garage (resubmission of PA20/02666). Cllr Shaw noted the loss of amenity area for the property

It was **resolved** to reply with No Objection

Proposed: Cllr Shaw **Seconded: Cllr Scawn** **unan** **20/341**

For Information

PA20/05255. Glen Mead, Helstone. Mr Ian Sandbrook. **Approved**

PA20/05699. Penmara Barn. Trewen. Mrs Margaret Schwarz. **Approved** 20/342

8. Portfolio Reports

- a. Mayor's Report – Cllr Rotchell noted it's been very quiet. Attended the 1st home match of Camelford football club, a small fundraiser for the Bells at Lanteglos that raised £250 (both socially-distanced). Had a place-shaping meeting with CC Officers regarding the bypass. 20/343

9. Correspondence

- a. CCLA – 90-day notice period for redemptions on property fund. Noted 20/344

10. Agenda Items

- a. It was **resolved** to hold a separate meeting to formulate and send a response to the CC consultation on Climate Emergency Planning Policies. Attendees: Cllrs Rotchell, Shaw, Hewlett, Coombes and the Clerk. 25th September 10am.
Proposed: Cllr Burgis **Seconded: Cllr Scawn** **unan** 20/345
- b. It was **resolved** to purchase of electric disinfectant fogger £49.90
Proposed: Cllr Hewlett **Seconded: Cllr Burgis** **unan** 20/346
- c. The minutes of the Staffing Committee Meeting were **noted** 20/347
i. it was **resolved** to adopt CTC staff handbook
Proposed: Cllr Scawn **Seconded: Cllr Bond** **7-0 (1abs)** 20/348
- ii. It was **resolved** that Library/Office will close on 24th December and open on the 4th January
Proposed: Cllr Burgis **Seconded: Cllr Ackroyd-Johnson** **unan** 20/349
- d. The minutes of Events Working Group Meeting were **noted** 20/350
i. It was **resolved** to cancelling this year's Winter Festival/Fireworks event.
Proposed: Cllr Shaw **Seconded: Cllr Ackroyd-Johnson** **unan** 20/351
ii. It was **resolved** (subject to receipt of grant application/associated paperwork including risk assessments from the Christmas lights committee) that the Christmas Lights will go ahead and switch-on to be streamed virtually via Facebook and Website. There will not be an event.
Proposed: Cllr Bond **Seconded: Cllr Burgis** **unan** 20/352
iii. It was **resolved** on an Honoured Citizens Event to take place on St Piran's Day 5 March 2021 (COVID-19 notwithstanding)
Proposed: Cllr Ackroyd-Johnson **Seconded: Cllr Hewlett** **unan** 20/353
- e. It was **resolved** to accept the Internal audit proposal
Proposed: Cllr Shaw **Seconded: Cllr Coombes** **unan** 20/354
- f. It was **resolved** to purchase 1 x body cameras and 1 x mobile phone for Grounds Manager.
Proposed: Cllr Coombes **Seconded: Cllr Ackroyd-Johnson** **unan** 20/355
- g. i. It was **resolved** that following the Estates and Properties working group meeting urgent purchase of play bark is required (ROSPA) approx. £500
Proposed: Cllr Hewlett **Seconded: Cllr Coombes** **unan** 20/356
ii. It was **resolved** that following the Estates and Properties working group meeting urgent instruction of specialist decay report on 4 very large trees is required approx. £1100.
Proposed: Cllr Bond **Seconded: Cllr Shaw** **unan** 20/357
- h. It was **resolved** to hold a separate meeting to formulate and send a response to the consultation on changes to planning system. MHCLG
Proposed: Cllr Shaw **Seconded: Cllr Hewlett** **unan** 20/358

11. Accounts

- a. Balances at 8th September were **noted**
- | | | | |
|-----------------|------------|--|--------|
| Current Account | £50,777.39 | | |
| Tracker Account | £51,420.82 | | |
| NS&I | £42,179.82 | | |
| CCLA | £80,000.00 | | 20/359 |
- b. It was **resolved** to authorise the payments of Accounts Outstanding
- | | | | |
|-------------------------|----------------------------------|------|-----------|
| Staff | September Wages + expenses | BACS | £8,363.56 |
| HMRC | September Tax & NI | BACS | £2,587.45 |
| Cornwall Pensions | September Pension contributions | BACS | £2,590.50 |
| Metric Group Ltd | Ticket Machine service agreement | BACS | £499.20 |
| Zoom | Virtual Meetings | DD | £14.39 |
| Barclays | Bank charges | DD | £14.37 |
| Public Works Loan Board | Churchfield car park loan | DD | £4862.42 |

Smart window cleaning	Town Hall windows	BACS	£25.00
Seadog IT	Webhosting	DD	£25.00
Bunzl cleaning and hygiene	Gloves and sanitiser	BACS	£87.91
SSE	Public conveniences – electricity	BACS	£374.39
Jag Signs Ltd	Overlays for Fore Street parking signs	BACS	£49.14
Camelot Garage	Fuel for maintenance equipment	BACS	£52.80
Plusnet	Phone and broadband	DD	£52.20
Andy Lawler	Technical services	DD	£40.00
Pennon Water	Library - water	DD	£39.50
Pennon Water	Public Toilets - water	DD	£133.50
Cornwall Council	Churchfield Park – Business Rates	DD	£444.00
Cornwall Council	Enfield Park Store – Business Rates	DD	£51.00
Cornwall Council	Library/Town Hall – Business Rates	DD	£319.00
Cornwall Council	Cemetery – Business Rates	DD	£404.62
Town Trust	Town Hall/Library rent	DD	£481.54
Zoom	Virtual meetings - business	DD	£14.36
Us for design and print	Walking booklets	BACS	£330.00
SLCC	Webinar	BACS	£30.00
SchoolScapes	Zip Wire	BACS	£12,359.04
		TOTAL	£34,250.89
Proposed: Cllr Bond	Seconded: Cllr Shaw	Unan	20/360
c. Income			
Post office counter	Parking machine and permits	cash	£105.00
Residents	Parking permits	AC	£25.00
Barclays	Interest	AC	£7.11
		TOTAL	£137.11
			20/361

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; Contracts,

Proposed: Cllr Shaw **Seconded: Cllr Bond** **Unan** **20/362**

e. Hall heating was **discussed**. Clerk and Mayor (following the Estate and properties working group) have instructed an electrician to survey the 6 heaters to see if they are working properly/all the elements are functioning – approx £150. Next agenda for update further action. 20/363

**** Cllr Scawn left the meeting****

a. An update on lease for phase 2 OCM was received. Finn law have produced a draft lease following non-receipt from Sproull – It was **resolved to** approve this lease

Proposed: Cllr Burgis **Seconded: Cllr Hewlett** **6-0 (1 abs Cllr Shaw)** **20/364**

Clerk noted that the lease is also with TT for resolution.

b. It was **resolved** to approve the final draft Deed of Dedication with Big Lottery Fund.

Proposed: Cllr Bond **Seconded: Cllr Hewlett** **(1 abs Cllr Shaw)** **20/365**

c. The Deed of Grant between Caladen and Town Trust was **noted** 20/366

d. The Lease and Easement Plan were **noted** 20/367

13. To note items for 1st October 2020 Agenda.

To **discuss** and **resolve** upon contractor for office and reception Desk heating.
Outcome of planning consultation meeting.

Later agendas

Town Trust correspondence.

Honoured citizens - January

The Mayor closed the meeting at 20:15.

Clerk

From: [REDACTED]
Sent: 11 September 2020 12:16
To: Camelford Town Clerk
Cc: rob.rotchell@camelford-tc.gov.uk
Subject: Various
Attachments: Restoration of St Julitta Flyer B.pdf; Bell leaflet E.pdf

Dear Ester

Here are some of the issues I couldn't immediately bring to mind when we met in the car park:

1. Attached is the flyer for St Julitta's restoration book. Could you let the councillors have it and the library. Or I could bring in a pile of them.
2. Walkers are Welcome. This may have already been discussed by the Council but if not I would strongly argue in favour of keeping the link with the national organisation. Even if it is difficult to quantify results. There are some good walks around Camelford and easy access to Bodmin Moor. These are a special features of Camelford and we need every positive thing there is to bring people to the town. This is why the 3 main Highways signs spell it out - Welcome to Camelford, Gateway to Bodmin Moor, Walkers are welcome.
3. Filming at Lanteglos. Now that St Julitta's has been restored we are thinking about the possibility of encouraging it to be used as a film location. It was actually used several years ago in a Doc Martin episode. A German film company makes films here every year and my neighbour Tim Dean works for them. He would happily suggest the Lanteglos location. Parking is an issue for them as they have so many trucks. Would the Council be happy for the town cemetery to be used by a film company for parking etc. No doubt there would be a payment for this.
4. Valley Truckle guidepost. I should have forwarded this to you ages ago but this is what the 'milestone man' Ian Thompson sent to me because he knew I had previously been involved in restoring it.

Dear John. I am impressed by the new top and arms on the Valley Truckle guidepost. The galvanised metal top is neat and well made, and while plastic arms with stick on lettering is not as durable as incised wooden arms, the overall effect is excellent.

You just need to pick out the lettering on the granite again with some artist's black acrylic paint, but I suggest you leave this until the spring.

Best wishes,

Ian

5. I would like to make an application for a Council Grant for the Bells down at Lanteglos. Please could you send me the current application form. I attach the fundraising leaflet for the bells

Many thanks

John

Clerk

From: ~~michael-hancock1@sky.com~~
Sent: 11 September 2020 12:01
To: Clerk
Subject: Re: BT telephone Pole
Attachments: IMG_20200911_105926.jpg

Dear Esther Greig

Thank you for your email. Fast broadband will be welcome, but why has the CTC agreed to this unsightly telephone pole being placed right at the back of our neighbour's and our property's. We would like to know if the CTC gave any consideration to the effect their decision would have on the people living in the vicinity. Surely there must be somewhere in the area where it could be placed that would not effect the people that live in this conservation area or put underground. Please see attached photograph.

We would like our CTC to come and see how it effect us & reconsider their decision.

Regards

M Hancock

On Tuesday, 1 September 2020, 12:16:54 BST, Clerk <clerk@camelford-tc.gov.uk> wrote:

Dear M Hancock,

CTC agreed at the Council Meeting to the new telephone pole being installed at its meeting on 6th August 2020 (min ref: 20/289)

As far as Openreach have informed CTC, the pole has been installed to facilitate fast broadband beyond the car park - past Abbeyfield house and outside of the conservation area. Ariel cabling will not be through town. Openreach were informed that cabling through the town would not be acceptable.

Best regards

Esther Greig
Camelford Town Clerk and Responsible Financial Officer
Town Hall
Market Place
Camelford
Cornwall
PL32 9PD

Tel: 01840 212880
Email: clerk@camelford-tc.gov.uk
Website: www.camelford-tc.gov.uk
Not available on Thursdays.

-----Original Message-----

From: michael-hancock1@sky.com <michael-hancock1@sky.com>

Sent: 01 September 2020 11:58

To: clerk@camelford-tc.gov.uk

Subject: (no subject)

Dear Esther Greig

Yesterday morning (bank holiday) what looks like a telephone pole was erected in Enfield car park beside the ticket machine at the back of ours and our neighbour's bungalows, the pole is an eyesore. We are surprised that this has been allowed to happen as all the other phone cables are underground in this conservation area. Please can you look into this and advise us on the matter.

Thank you

M Hancock



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Minutes of the Estates and Properties Working Group Meeting – 11th September 2020

1. Cllrs present and apologies for absence

RR, EG, AS, AB,
Clerk, JG
Apologies CH, SB, EG

2. Previous minutes and actions were reviewed

Offer the small climbing frame and rocker to surrounding parishes
Waiting on quotes for the park path. Pond maintenance 28th September

3. Grounds Manager's report

A few items tree removal and bike rack will be actioned out of growing season – been busy with mowing – park needs doing twice a week. Recycling bins have gone – fencing is still in place so folk are fly-tipping as they are unseen. Noted Biffa will be site clearing for 6 weeks. Have been strimming in cemetery.

4. To receive Portfolio reports and discuss any recommendations:

Enfield Park – Cllr Rotchell noted that Broadwood path other side of the bridge is boggy, needs surfacing and the upper path needs strimming back. MGM to action. Clerk to schedule a site meeting to thoroughly review actions required for the winter and for next year's budget. River banks - about 6m needs doing now and another 75-100m over the next few years.

Library & Town Hall – Clerk invited electrician to speak to working group regarding Library heating. Initial suggestion is to get the heating serviced/see if the individual heating elements have blown. E&P WG group thought that this half day work should be scheduled asap. Clerk and Mayor to authorise under their delegated authority. Stained glass window secondary glazing quote £700 for next FC agenda but to include a trickle vent to avoid condensation.

Car Parks – Cllr Burgis noted could put additional trees up in the recycling area bank – Cllr Shaw to research. Trees to be collected from Cllr Elford - pines for the park, oaks for the car park. Clerk to investigate grants for additional charging point – to liaise with Cllr Rotchell on whom to contact.

Play areas/OCM – Cllr Hewlett sent report noting other areas of the town were suffering from vandalism not just CTC assets. Noted that with the youth worker it will hopefully improve. Less litter than over the summer. As CTC considers renewing equipment for the budget should think about increasing provision for disabled children. Thank you to grounds team for their efforts. Looked at RoSPA reports noting repairs required to fencing, up and over climber, seesaw and basket swing – particularly uprights on climber (to be filled and capped) and wet pour surface under basket swing (MGM suggested matting). MGM noted that these pieces of equipment are nearing the end of their useful life and will need replacing. Clerk noted that CTC choose to replace zipwire this year and were going to think about new roundabout for next. RR suggested including the play area in the site meeting. DC gave report on water and sewage connections and timescales for the Skatepark. old toilet block does connect with the public sewer but there is a broken pipe that will cost about £500 to fix. Total cost to CTC is about £4k (within budget) as the rest of the cost is being borne by Caladen properties.

Allotments – Letters to 3 allotment holders will be going out early next week as the plots have not been worked. Cllr Shaw noted that the edges are overgrown with bracken – MGM to liaise with DC to ascertain how many extra plots can be offered on this ground from April. To be strimmed back in the interim.

Cemetery and Orchard – Cllr Shaw noted the orchard fruit has already been picked by persons unknown. He made the recommendation that bracken is sprayed with a specific weed killer that does not affect other plants – can only be used at specific times by qualified contractor. Cllr Hewlett forwarded her thoughts regarding having a plan for managing bracken long-term and developing a tree canopy; before embarking on spraying. AS to get quotes from contractor, MGM to forward quotes for specific cutting equipment. To FC for discussion.

Camelford Hall – none.

5. Clerk's report on outstanding items in budget 2020-21.

£610 for Lawnmower - that will be bought in March ready for the new growing season

£5,000 for heating and window in library

Play areas will overspend slightly

Car park will underspend but will balance the loss in income.

Park maintenance – nothing spare for extra river bank repairs. Could vire from £7,000 from elections/mileage/training/waste budgets to cover immediate 6m repair.

6. Trees in Enfield Park – decay inspection required on 6 trees as recommended from March inspection (although was noted they pose a low safety risk). Expecting a quote from specialist this week – FC Agenda

7. Items for next meetings; 9th October Enfield Park and Play areas inspection 11am bandstand (all welcome), 30th October budget meeting 11am Zoom.

Site inspection reports

Review of previous minutes and outstanding actions

Heather Beds

Budget requirements 2021-22 for each portfolio area



**South West
Water**

Peninsula House, Rydon Lane, Exeter, EX2 7HR
www.southwestwater.co.uk

MS LASH
TOWN HALL MARKET PLACE
CAMELFORD, CORNWALL
PL32 9PD

Free Phone: 0800 083 1821
DX No.: 119850 EXETER 10
Ref: W/R 3294319 / 01 / KH

21 September 2020

Dear Ms Lash

**SECTION 45 AND/OR SECTION 55 WATER INDUSTRY ACT 1991
PROPOSED NEW WATER CONNECTION(S) AT:**

OLD CATTLE MARKET SKATEPARK CLEAVE ROAD, CAMELFORD. Work Request: 3294319

Further to your application and site survey carried out on the 14 September 2020 at the above location, please find below a summary of the proposed new connection(s):

Number of connections - 1
Diameter(s) - 25
Number of trenches - 1
Total excavation length - 0.00 Metres

The cost of this work is £691.60, of which £199.20 is contestable and a breakdown is shown in the table overleaf.

Please note new connection charges include overheads and administration costs such as processing your application and any relevant inspections.

Contained within this quotation you will find the following details:

- Breakdown of costs
- Contestable and non-contestable activity and charges
- Infrastructure charges (where applicable)
- Job specific requirements and information
- Connection and payment options
- Standard conditions

The following are exclusions from this quotation:

- *Work associated with the laying of private pipe work and plumbing*
- *Any third party costs, such as an easement, for laying your private pipe work*

Yours sincerely

Kate Hore
New Connections Team



Minutes of the SEPP Working Group Meeting – 18th September 2020

1. Members present and apologies for absence were **noted**

RR, AB, AS CH, MC, Clerk,
 AA-J sent apologies

2. Previous minutes were **reviewed**.

Camelford walking booklets – iWalk Cornwall has found an issue with the 3 Churches walk. It would require a modification order to make the footpath safe for the section between the B3266 and A39 crossing to Tramagenna. This would shift the path south and require 2 new access points at the field boundaries. Clerk to find out who owns that field and procedure for a modification order. Clerk to notify highways that the settlement sign for Tramagenna is missing.

3. **Supermarket**.

CTC will have to write direct for lobbying supermarkets to open in Camelford. CC do not want to be involved as that would go against reinvigorating the High Street policy. However, CC have missed the point that most drive to Wadebridge, Launceston or Bude for our big shops – which is not sustainable. Or shop online. Clerk to write to main supermarkets noting the previous planning permission and the viable opportunity.

4. The Camelford **Emergency Plan** was reviewed.

The plan needs to be tested – Cllr Bond (lead) to be asked to call the telephone tree to check numbers and whether the volunteers still wish to be involved. Discussed pandemic response - current position to be maintained – signposting to relevant authorities, volunteer groups and businesses.

5. Clerk reported on **Cleese Road car park**. CC will resurface and reline Churchfield car park, but it will not pay for electricity connections for chargers or ticket machines. CC suggest it would be a good idea that any trenches required are dug during resurfacing works. Clerk to get costs from WPD for connections near the sub-station for chargers and near the bus stop for a ticket machine. Decision regarding management of car park and charger installation will go to FC once the information is received.

6. **Bypass** update. RR noted that Cornwall Environment Consultants will be undertaking their walk over surveys. Consultation report is yet to be issued but changes have been made at Trefew and Trevia following the consultation.

7. CTC website was discussed. Clerk noted correspondence from resident and rough quote from contractor to update website. Clerk and deputy clerk had noted sometime back that menu system is not quite right and the website is trying to do too many things. Clerk and Deputy to provide a costed proposal for discussion at next meeting for changes and a second site for tourist information/events.

8. SED group **offered** an initial opinion to CC regarding **Library fines**. To go to FC – waived until April, with an amnesty.

9. The **Christmas light** quote from Blachere was discussed, Not appropriate this year – to go into budget discussions for next.

10. Future **Town Hall** use was discussed. What are Council space requirements – tourist information and a meeting room/council chamber... extending the range of services offered by CTC, especially post bypass. RR/EG will approach the Town Trust about renting the entire building. Need a definite answer before precept setting in order to plan for next financial year. Clerk to approach/enquire with Co-op regarding the existing site. The only option would be a new build after those options are exhausted.

11. The effectiveness of **Walkers are Welcome** was reviewed. This website does not come up in the first 5 pages of a google search for 'walks in Camelford' - is there a more effective way of marketing the town to walkers? Need to attract them. Suggest pay one more payment whilst CTC looks into a TIC/alternative website such as iWalk Cornwall.

12. Marketing and tourist information was reviewed. RR noted that TIC signs are still up in town even though there isn't one! Could extend the library service to cover this, consider touch screen information point for the library and the car park. Not racks of leaflets. Suggested a similar budget to current for next year, depending on quotes received.

13. Items and date for next meeting.
6th November 9.30am. Zoom.