



# CAMELFORD TOWN COUNCIL

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## Ordinary Council Meeting – 3<sup>rd</sup> December 2020

Minutes of the Ordinary meeting of the Council held virtually on Zoom.

### 1. To note Councillors present

Cllr Rotchell (Mayor) opened the meeting at 7.00pm with 7 Councillors present: Cllrs Bond, Burgis, Coombes, Elford, Grigg, Hewlett, & Shaw 20/482

### 2. To receive Apologies for absence with reasons

None. Cllrs Ackroyd-Johnson and Scawn will be arriving later in meeting – internet connection issues 20/483

### 3. To receive Declarations of Interest & Approve Dispensations

Cllr Bond 12.g Honoured Citizens pecuniary to leave the room 20/484

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

none. 20/485

### 5. To receive and approve the Minutes of:

It was **resolved** to approve the minutes of the Ordinary Meeting 17<sup>th</sup> November 2020

**Proposed: Cllr Shaw Seconded: Cllr Burgis 6-0 (2abs) 20/486**

### 6. To receive Clerk's report

Matters arising from the Minutes. Looking at solutions for the fence at the skatepark and the surface of Broadwood bridge; following correspondence from residents. Youth shelter lighting went down due to trip switches. No lease received from Town Trust for the OCM phase 2. CTC services returned to same as prior to lockdown. SWW Pipe lining works in Enfield park starting this week. 20/487

### 7. Planning

**PA20/09622. 6 Mill Lane. Mr and Mrs Wild.** Proposed new storey to existing garage to form residential annexe.

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

**Proposed: Cllr Shaw Seconded: Cllr Elford 7-0 (1abs) 20/488**

**PA20/10028. The Mowhay, Mill Lane. Mr and Mrs Mark and Nancy Robertson.** Non-material Amendment for changes to surface dressings and windows and doors including window colour (Application number PA13/03753 dated 19<sup>th</sup> June relates).

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

**Proposed: Cllr Shaw Seconded: Cllr Grigg unan 20/489**

**PA20/10138. Anneth Lowen, Newhall Green. Mr Ian Fischer.** Listed Building Consent for the replacement of all single glazed, timber framed windows with suitable double glazed, timber framed windows.

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

**Proposed: Cllr Shaw Seconded: Cllr Coombes unan 20/490**

#### For Information

**PA20/09080. The Museum. Mr Gareth Palmer. Not acceptable as an amendment 20/491**

## 8. Portfolio Reports

- a. Mayor's Report – Cllr Rotchell noted attendance at various TC meeting. He urged residents to get their flu jabs Helped put up the Christmas lights on Saturday – switch on was this week. With Cllr Ackroyd-Johnson, has engaged with some business owners and economic growth and development team towards starting the place-shaping team for vision of Camelford post bypass. Having a meeting with the Scouts regarding alternatives venue for the hut. 20/492
- b. Camelford Network Panel – Cllr Hewlett noted CNP was well attended. Panel received update from the Police Sector Inspector (crime report, prevent program – actearly.co.uk), Village works (work with economically and socially isolated), Camelford Family Hub, Adult Education (Camelford offer). Unemployment is increasing as are the numbers of residents applying for Universal credit. Bypass update - next hurdle is the CC Cabinet meeting on 16<sup>th</sup> December; where the route will be approved and the land corridor protected. Next meeting is 4<sup>th</sup> February. 20/493

## 9. Correspondence

- a. Letter from Town Trust regarding the Town Hall. **Noted.** 20/494

## 10. Agenda Items

- a. The minutes of the Strategic Working Group meeting were **noted.** 20/495  
i It was **resolved** to on domain for the 'visitcamelford' site

**Proposed: Cllr Hewlett                      Seconded: Cllr Grigg                      7-0 (1abs)                      20/496**

Clerk noted update to minutes that CC are willing to consider paying an expert to help to start the application for the TCRF grant. Will need a resolution on the tenders

- b. The amount of grant was discussed as £1500 was requested, and what is in CTC budget is £1150. Amendment taken first: proposal from Cllr Burgis for £1500 was not seconded.

It was **resolved** to grant Camelford Hall £1,150 for public access toilets.

**Proposed: Cllr Shaw                      Seconded: Cllr Bond                      7-1 (Cllr Burgis) dec carried                      20/497**

- c. It was **resolved** to change accounting package to Scribe from 1<sup>st</sup> April 2021

**Proposed: Cllr Bond                      Seconded: Cllr Hewlett                      unan                      20/498**

- d. It was **resolved** to not to co-opt for Councillor Vacancy; if no election is requested.

**Proposed: Cllr Shaw                      Seconded: Cllr Hewlett                      unan                      20/499**

- e. It was **resolved** to select Cllr Bond to fill the Staffing committee vacancy.

**Proposed: Cllr Rotchell                      Seconded: Cllr Shaw                      unan                      20/500**

- f. Cllr Burgis to report for CTC at the February Camelford Network Panel Meeting

**No resolution or vote was taken.                      20/501**

- g. It was **resolved** to suspend car parking charges and enforcement until 2<sup>nd</sup> January.

**Proposed: Cllr Shaw                      Seconded: Cllr Grigg                      unan                      20/502**

- h. It was **resolved** to Clerk and Deputy Clerk attend SLCC Virtual Practitioner's Conference 2 x £75. £150.

**Proposed: Cllr Burgis                      Seconded: Cllr Elford                      unan                      20/503**

- i. The Finance working group minutes – initial 2021-22 budget discussions were **noted** 20/504

- j. It was **resolved** to purchase sanitiser for coming 6 months with grant monies from Re-opening High Streets. £2k

**Proposed: Cllr Shaw                      Seconded: Cllr Burgis                      unan                      20/504**

- k. It was **resolved** to accept the Local Maintenance Agreement for 2021-22

**Proposed: Cllr Shaw                      Seconded: Cllr Burgis                      unan                      20/505**

## 11. Accounts

- a. Balances at 11<sup>th</sup> November were **noted**

Current Account                      £135,358.84

Tracker Account                      £51,420.82

NS&I                      £42,179.82

CCLA                      £80,000.00

20/506

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

Glasdon UK Ltd                      2 x Buffer Bollards                      BACS                      £519.29

Amazon                      USB Headset                      BACS                      £39.90

Clare James Photography                      Roughtor in the Snow                      BACS                      £40.00

SW Water                      Allotments                      DD                      £60.89

Viking                      Office stationery                      BACS                      £28.51

Pickle Design                      Christmas cards x 200                      BACS                      £104.40

Lynher training                      Powered pole pruner course                      BACS                      £225.00

|                            |                               |              |                  |
|----------------------------|-------------------------------|--------------|------------------|
| Screwfix                   | Shelving                      | Debit        | £19.98           |
| Barclays                   | Bank charges                  | DD           | £11.66           |
| Town Trust                 | Town Hall/Library rent        | DD           | £481.54          |
| Seadog IT                  | Webhosting                    | DD           | £25.00           |
| One drive                  | Cloud storage                 | DD           | £1.99            |
| Positive Energy            | Town Hall/Library Electricity | DD           | £109.22          |
| Positive Energy            | Town Hall/Library Electricity | DD           | £139.94          |
| Ashley Dowden              | Tree Consultancy              | BACS         | £807.84          |
|                            |                               | <b>TOTAL</b> | <b>£2,614.76</b> |
| <b>Proposed: Cllr Shaw</b> | <b>Seconded: Cllr Coombes</b> | <b>unan</b>  | <b>20/507</b>    |
| c. Income was noted        |                               |              |                  |
| Post office counter        | Parking machine and permits   | cash         | £230.00          |
|                            |                               | <b>TOTAL</b> | <b>£230.00</b>   |
|                            |                               |              | 20/508           |

## 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; Staff budget, Contracts

**Proposed: Cllr Hewlett**      **Seconded: Cllr Shaw**      **Unan**      **20/509**

*\*\*Cllr Ackroyd-Johnson joined the meeting\*\**

a. The Finance working group minutes – budget report on 2021-22 were **noted**.      20/510

*\*\*item broken down into individual considerations\*\**

b. Enfield Park.

It was **resolved** to renew the path

**Proposed: Cllr Grigg**      **Seconded: Cllr Bond**      **8-0 (1abs)**      **20/511**

It was **resolved** to repair the river bank

**Proposed: Cllr Grigg**      **Seconded: Cllr Burgis**      **Unan**      **20/512**

It was proposed to renew the path with a tarmac surface

Proposed: Cllr Grigg      Seconded: Cllr Burgis      3-5 not carried

It was **resolved** to renew the path with a shingle surface

**Proposed: Cllr Grigg**      **Seconded: Cllr Burgis**      **5-3 dec carried 20/513**

It was **resolved** that the principle of shingle path and river bank improvements to be done at the same time - in 2021-22, subject to budget considerations.

**Proposed: Cllr Shaw**      **Seconded: Cllr Grigg**      **Unan**      **20/514**

c. It was **resolved** in principle to finance park works via public works loan board, subject to budget considerations.

**Proposed: Cllr Shaw**      **Seconded: Cllr Bond**      **Unan**      **20/515**

d. It was **resolved** to undertake procurement exercise for works.

**Proposed: Cllr Shaw**      **Seconded: Cllr Bond**      **Unan**      **20/516**

*\*\*Cllr Elford left the meeting\*\**

e. It was **resolved** in principle to offer Youth worker, 5-yr fixed-term contract - match funding to grant funded position, subject to budget considerations

**Proposed: Cllr Hewlett**      **Seconded: Cllr Burgis**      **5-2 dec carried 20/517**

f. It was **resolved** in principle to accept recommendations for IT support and hardware; subject to budget considerations

**Proposed: Cllr Rotchell**      **Seconded: Cllr Hewlett**      **6-1 dec carried 20/518**

g. The budget 2021-22 was discussed and agreed. Figures to go forward for resolution to next agenda.

**Proposed: Cllr Rotchell**      **Seconded: Cllr Bond**      **unan**      **20/519**

h. Four nominations were **resolved** upon for Honoured Citizens Awards 2021.

**Proposed: Cllr Hewlett**      **Seconded: Cllr Grigg**      **unan**      **20/520**

## 13. To note items for 15<sup>th</sup> December 2020 Agenda.

To resolve on budget 2021-22, to note 3-year forecast and to resolve on precept for 2021-22

**Later agendas**

Town Trust correspondence.

**The Mayor closed the meeting at 21:18.**

Chair's Signature.....<sup>4</sup>.....

Dated.....