



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, A Scawn

Dear Members

I hereby give you notice that an Ordinary Meeting of Camelford Town Council will be held on Tuesday 16th March **at 7.00pm** via Zoom - meeting ID. 859 4322 5097

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 15th March 2021 – you will be sent the meeting password on Tuesday.

- 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 4th March 2021 (attached).

6. To receive Clerk's report

Matters arising from the Minutes. OCM Lease. Elections. Enfield park project. Revised SWW bill for public toilets – have requested refund. Lift was fixed following a breakdown. Car parking reminder stickers have worked well.

7. Planning

Any late applications will be discussed under this section.

PA21/01161. Nos 1-18 Highfield Road. Mr Mike Briggs, Cornwall Housing. Replacing PVCU windows and decorative panels below to front and rear facades. [weblink](#)

For Information

PA20/11346. The Granary, Mutley, Trevia. Mr & Mrs Innes. **Approved**

8. Portfolio Reports

- Mayor's Report – Cllr Rotchell
- Camelford Network Panel – Cllr Hewlett

9. Correspondence

- Cornwall Council – A39 improvement, Engagement with Landowners

- b. Greening Camelford Group – request to plant wild flowers at Valley Truckle
- c. The Old bank – request to use Camelford Council's van

10. Agenda Items

- a. To **note** minutes of Annual Parish Meeting – checking for accuracy only.
- b. To **resolve** to transfer remaining balance in budget lines to earmarked reserves (events – suggest £3.5k to IT and £3.5k to park centenary celebrations, Churchfield resurfacing, OCM, town hall window Allotments, lift).
- c. To **resolve** to book 'Being a Good Councillor' training with CALC – Friday 18th June 10am - £350.
- d. To **resolve** to bulk order 6 flags from Jag Signs - £450.
- e. To **resolve** to accept Parkinson Partnership quotes for VAT advice for OCM; if phase 2 starts. £600.
- f. To **resolve** to instruct Richard Green Ecology to undertake surveys and screenings for the Enfield Park Riverbank project – for no more than £2295.
- g. To **resolve** to accept Tree planting scheme Enfield Park 2021
- h. To **resolve** to apply for the balance, £43k of TCRF grant.
- i. To **discuss** and **resolve** upon an action for ongoing problem of dogs off leads in Enfield Park. Cllr Bond to lead.
- j. To **note** Library Service reopening 12th April.
- k. To **discuss** and **resolve** upon dates for full opening of public toilets, skatepark and Churchfield parking charging.
- l. To **resolve** to book Camelford Hall for 18th May 2021; Annual meeting of CTC - £30 (contingency)
- m. To **consider** and **resolve** upon scheme of delegation to the Proper Office of the Council from 10th May 2021. Schedule CTC council meeting for end of April (contingency).
- n. To **resolve** on WPD electricity connection works at OCM (floodlights/CCTV/Café) £1861.88 inc. VAT

11. Accounts

- a. To **note** Balances at 10th March 2021

Current Account	£75,091.86
Tracker Account	£51,423.38
NS&I	£42,483.49
CCLA	£80,000.00

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

Staff	March Wages & expenses	BACS	£6,961.66
HMRC	March Tax & NI	BACS	£1,934.82
Cornwall Pensions	March Pension contributions	BACS	£2,162.21
DVLA	Van tax	DD	£265.00
Positive Electricity	Town Hall Electricity	DD	£73.97
Positive Electricity	Town Hall Electricity	DD	£226.81
Jag Signs	Car windscreen stickers	BACS	£175.14
Glasdon	Grit bin	BACS	£177.83
Online Playgrounds	Safagrass mats	BACS	£523.20
Barclays	Account charges	DD	£5.50
B Martlew	Town Hall Heaters and supply	BACS	£1190.72
Cornwall ALC	Elections training	BACS	£24.00
Urban Gypset	Mural restorations	BACS	£550.00
SeaDog IT	Webhosting	DD	£25.00
R Sleep	Chainsaw and lawnmower	BACS	£936.00
R Sleep	Maintenance Supplies	BACS	£54.13
R Sleep	Maintenance Supplies	BACS	£62.30
Cornwall ALC	Year-end training	BACS	£36.00
PWLB	Churchfield car park loan repayment	DD	£4862.42
Staples	Office supplies	Debit	£10.67
Staples	Office supplies	Debit	£28.07
Amazon	Frames x 5 – certificates	Debit	£20.98
Spar	Office supplies	Debit	£5.86
Hedges Direct	Cemetery hedge trees	Debit	£351.93
Rise Associates	Partnership team / vision document	BACS	£7000.00
Cllr R Rotchell	Honoured Citizens Hampers – MA	BACS	£119.70
Camelot Garage	Fuel for van	BACS	£30.00
Amazon	Maintenance supplies – Gloves/masks	Debit	£83.92
Bark UK Online	Play bark	BACS	£442.50
Western Supply	Maintenance supplies	BACS	£90.07
C F Garden services	Lawnmower service/welding axle	BACS	£380.00

All in One Building SW Ltd	Clearing 5 new allotments	BACS	£768.00
All in One Building SW Ltd	Enfield park entrance bollard installation	BACS	£504.00
SLCC	Practitioners Conference	BACS	£90.00
Voiphone	Telephone call group	DD	£9.60
Smart window cleaning	Town Hall	BACS	£25.00
Pennon Water	Library – water	DD	£39.50
Pennon Water	Public Toilets – water	DD	£106.50
Zoom	Virtual Meetings	DD	£14.39
Cornwall Council	Cemetery – Business Rates	DD	£407.00
Andy Lawler	Technical services	DD	£40.00
Town Trust	Town Hall rent	DD	£481.54
Plusnet	Broadband	DD	£52.20
Microsoft	One drive	DD	£1.99
Amazon	Fogger	Debit	£159.99
Yetiserve	CCTV – park and car park	BACS	£660.00
Yesss Electrical	CCTV supplies	BACS	£399.50
Jackson Lifts	Maintenance contract 9/3 – 31/3	BACS	£95.42
SSE	Electric public toilets	BACS	£278.30
Camelford Town Trust	OCM rent 2021	BACS	£1.00
YESSS electrical	CCTV camera replacement	BACS	£123.84
		TOTAL	£33,068.18
To note Income			
Open reach	Wayleave	cheque	£11.18
Website advertising	various businesses	AC	£96.00
PO Counter	Grant return & Wayleave	cheqs	£1161.18
PO Counter	Permits and printing Oct-Mar	cash	£141.22
Barclays	Interest on savings account	AC	£1.28
		TOTAL	£1,410.86

12. To note items for 1st April 2021 Agenda.