

RESKAMMEL



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig, BA (Hons) CiLCA
Town Hall
Market Place
Camelford
Cornwall

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Ordinary Council Meeting – 5th August 2021

Minutes of the Ordinary Meeting of the Council, held at St. Thomas Church.

1. To note Councillors present

Cllr Rotchell (Mayor) opened the meeting at 7.00pm with 5 other Councillors present: Cllrs Elford, Grigg, Hewlett, Scawn & Shaw
21/337

2. To receive Apologies for absence with reasons

Cllrs Ackroyd-Johnson, Bond, Burgis, Coombes, Alan – personal. Cllr Chandler - business
It was **resolved** to accept the apologies

Proposed: Cllr Scawn Seconded: Cllr Hewlett unan 21/338

3. To receive Declarations of Interest & Approve Dispensations

None
21/339

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

Cllr Barry Jordan attended –Oakwood – useful to think about TRO for the new Highways scheme.
Cover for the play area – shade for the play area would put £250 from his community chest from this.
August very quiet.
21/340

5. To receive and approve the Minutes of:

It was **resolved** to approve the minutes of the Ordinary Meeting 20th July 2021

Proposed: Cllr Shaw Seconded: Cllr Grigg 3-0 (3 abs) 21/341

6. To receive Clerk's report

Matters arising from the Minutes. OCM Lease – completed, but still waiting for the easement to be finalised with Caladan. Code of Conduct training/update training register for Councillors. Insurance claim – no news from Zurich.
21/342

7. Planning

PA21/06587. Greenacres, Roughtor Road. Mr Paul Thomas. Application for works to trees subject to Tree Preservation Order namely fell two Ash Trees. They are dying off – reduce crown to main trunk as they are on the highway.

It was **resolved** to Support

Proposed: Cllr Shaw Seconded: Cllr Grigg unan 21/342

Road name consultation request regarding Inns Park new housing. Road to stay as Inns Park. Also considering changing to window frame colour. Cllr Rotchell noted that the current developer will replace trees that the previous developer removed.

21/343

8. Portfolio Reports

1

Chair's Signature.....

Dated.....

a. Mayor's Report – Cllr Rotchell noted that he wrote to Strategic Director of Devolution at Cornwall Council following last meetings instruction for Clease car park. Cllr Rotchell read out the reply email:

"At today's Board, the amount of additional funds required to meet the shortfall was considered too high and unfortunately could not be approved due to 1) the cost / benefit not being sufficiently strong and 2) the amount being requested is disproportionate to the size of capital requests awarded, when compared to other proposals. CC are aware that a number of local avenues have been explored to understand if local contractors could facilitate a more cost-effective solution and that has not proved possible. CC also recognise that the Town Council have sought to support the proposal with a financial commitment.

That being said, CC are keen to ensure that all options are considered and following the meeting with CC Officers on the 17th, perhaps CC could seek to meet with yourselves once again, to explore any remaining options that may exist in the hope that a solution may emerge to allow this proposal to be concluded. This may need to include consideration of charging options to meet the shortfall and any other possible solutions"

Cllr Shaw noted it'll not just the residents affected by charging, it's the care home, blood donors, hall users, soul's harbour. Cllr Rotchell noted his disappointment. Thanks to the Clerk 4 or 5 of the abandoned vehicles have been moved from Clease. Should definitely have a meeting with CC. That car park is never empty. Keep in the conversation. Happy to attend.

Wrote to Scott Mann regarding the bypass – lobbying needs to be done. Camelford Hall AGM. Fascinating. Officers returned unopposed – doing a decent job. Discussed the car park. Surprising bit – received their accounts 31.3.21 had £42,822 in bank – qualified for Covid grant. Found the emergency bag – need to communicate with them regarding the community emergency plan. Spoke with allotment landowner – still waiting for an answer on the future of the allotments/renewing lease. Agan Reskammel (place-shaping group) will be formerly requesting a meeting in regards to the way forward for the group. Medical centre update – slowly moving forward. Bandstand event tomorrow night. Well done to Deputy Clerk for organising bands through to end of September. Has been contacted by the pop-in centre - reopening next Monday.

21/344

9. Correspondence

- a. North Cornwall Learning Trust – Updated admissions code. **Noted** 21/345
- b. Verbal request from resident. To remove concrete planters from Fore street car park to provide 3 additional parking bays. To remove one bollard to improve access to land. Cllr Shaw noted previous problems of vehicles reversing out of area onto the A39 and parallel parking was not used properly. Planters have solved the problem entirely. Council not minded to consider. 21/346
- c. Pop-in Centre – request for 3-hour free parking tickets. Cllr Shaw noted that it would cost CTC a fortune to change the car park. Can use the car park, or disabled bays for 3 hours. Council not minded to consider 21/347
- d. Request from resident to install 'hedgehog warning' signs at Valley Truckle. Refer correspondence to Highways. 21/348

10. Agenda Items

- a. Finance Group Meeting minutes were **noted** 21/349
- i. It was **resolved** to separate website costs and vire relevant budgets
Proposed: Cllr Hewlett **Seconded: Cllr Elford** **unan** 21/350
- ii. Q1 expenditure to budget was **noted**. 21/351
- iii. Q1 completed internal control was **noted**. 21/352
- b. It was **resolved** to purchase 3 Beech trees for sentinel trees and 2 copper beeches for the Jubilee/Duke of Edinburgh memorials to a budget of £500. Cllr Shaw to liaise with officers
Proposed: Cllr Hewlett **Seconded: Cllr Elford** **5-0 (1 abs)** 21/353
- Cllr Shaw noted companies and costs. Hill town in Devon all 3 colours up to 2.5m available from October. Putting in younger trees will take better.
- c. It was **resolved** to adopt internal control proforma, Investment Strategy, Grant policy.
Proposed: Cllr Grigg **Seconded: Cllr Rotchell** **unan** 21/354
- d. It was **resolved** that bank signatories to CTC accounts stay the same
Proposed: Cllr Shaw **Seconded: Cllr Grigg** **unan** 21/355
- e. External Auditor's report and certificate were **noted**. 21/356
- f. It was **resolved** to preauthorise August salaries

Proposed: Cllr Scawn **Seconded: Cllr Elford** **unan** **21/357**
g. It was **resolved** on continue at St.Thomas' Church, meeting twice monthly, for remainder of 2021.

Proposed: Cllr Hewlett **Seconded: Cllr Grigg** **unan** **21/358**
Review December

h. The rewording the resolution for seeking the approval from Secretary of State HCLG to apply for a PWLB loan was discussed, and:

At the Camelford Town Council Meeting of the 5th August 2021, it was **RESOLVED** to seek the approval of the Secretary of State for Housing, Communities and Local Government to apply for a PWLB of £94,745 over the borrowing term of 11.5 years for the purpose of stabilising Enfield park river bank and renewing paths within the park. The annual loan repayments with come to around £9000.00. It is also intended to increase the Council tax precept for the purpose of the loan repayments by 1.01% which is an equivalent of £7.19 a year. This was subject to a precept increase consultation.

Proposed: Cllr Grigg **Seconded: Cllr Elford** **5-1 dec carried 21/359**
and it was **resolved** to have Annuity (Equal Repayments): fixed half-yearly payments to include principal and interest 4,302.37 x 2 = 8,604.74. Overall 103,256.88

Proposed: Cllr Rotchell **Seconded: Cllr Shaw** **unan** **21/360**
i. It was **resolved** to schedule lawnmower and leaf blower training for grounds staff. £510.

Proposed: Cllr Grigg **Seconded: Cllr Elford** **5-0 (1abs) 21/361**

j. It was **resolved** to schedule Budgeting for Clerks and Finance staff training for Deputy Clerk. £30.

Proposed: Cllr Grigg **Seconded: Cllr Hewlett** **unan** **21/362**

11. Accounts

a. Balances at 30th July 2021 were **noted**

Current Account	£111,164.70
Tracker Account	£51,424.66
NS&I	£42,483.49
CCLA	£80,000.00

21/363

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

Positive Electricity	Town Hall Electricity	DD	£122.84
Positive Electricity	Town Hall Electricity	DD	£200.57
All in One Building Services	EV charge points – Clease	BACS	£2688.00
Cornwall Council	Enforcement car park	BACS	£111.60
KCS Print Ltd	Car Park Permits	BACS	£252.00
Pickle Design	Additional webpage for visitcamelford.	BACS	£84.00
All in One Building Services	Play area – seesaw framework	BACS	£492.00
PKF Littlejohn	External Auditor report	BACS	£720.00
Barclays	Account charges	DD	£11.76
Zoom	Virtual Meetings	DD	£14.39
SeaDog IT	Webhosting	DD	£25.00
Paypal 20s Plenty	Campaign stickers	Debit	£61.50
Town Trust	Town Hall rent	DD	£488.28
Camelford Hall	Toilet Grant 21/22	BACS	£1,150.00
Seadog IT	Amendments to councillor page	BACS	£27.50
Cloudy IT	Monthly IT support/licences	DD	£223.14
Biffa	Q1 commercial waste	BACS	£627.00
	TOTAL		£7,299.58

Proposed: Cllr Grigg **Seconded: Cllr Elford** **unan** **21/364**

Income was **noted**

CCLA	LAMIT property dividend	AC	£728.88
Revival Books	dead stock sales	AC	£21.78
Car parking permits	renewal	cheque	£10.00
Car parking permits	renewal	AC	£10.00
Post Office	Tickets and permits	cash	£180.00
Post Office	Tickets	cash	£235.00
	TOTAL		£1,185.66

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 Grigg Seconded: Cllr Hewlett unan 21/366

a. It was **resolved** to instruct Quattro to undertake feasibility study (TCRF)

Proposed: Cllr Hewlett Seconded: Cllr Scawn 5-0 (1 abs Shaw)21/367

b. OCM phase 2 costs were **noted**. Clerk noted the increased cost of the build from £160k to £187k – well over budget; so, have instructed redesign to get near the original £160k - now includes a pump-track has been costed at £165k. Sport England has approved new design. Clerk also noted unforeseen costs of collapsed drain, infrastructure payment to SWW for sewer/water and unknown solicitors' fees. Will have definitive costs in the next couple of weeks. Approximately £8k more than expected; but would have been covered by the COVID payment of £12.5k offered by Reaching Communities. Unfortunately, this extra payment is no longer available. RC have offered to move revenue funding (Youth Worker) to capital if it will not affect the deliverables. Clerk calculated that £15k is available to be moved as CTC has increased its own budget for the youth worker position. It was **resolved** to request that Reaching Communities move revenue funding to capital.

Proposed: Cllr Hewlett, Seconded: Cllr Scawn, 4-2 (Cllr Shaw, Grigg) dec carried 21/368

c. An update on allotment lease was **received** from Cllr Rotchell 21/369

13. To note items for 2nd September 2021 Agenda.

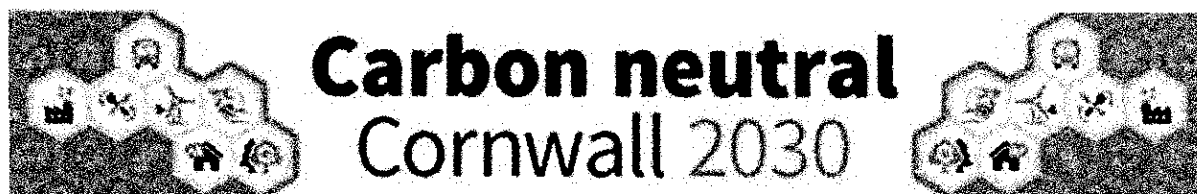
Screening/landscaping of Tregath
Disabled Door at Public Toilet

The Mayor closed the meeting at 8.30pm

Esther Greig

From: Jane Pascoe Buchanan <Jane.PascoeBuchanan@cornwall.gov.uk> on behalf of Cllr Martyn Alvey <cllr.martyn.alvey@cornwall.gov.uk>
Sent: 05 August 2021 15:36
Cc: Cllr Carol Mould
Subject: Climate literacy training for local councils

Information Classification: PUBLIC



August 2021

Climate literacy training for local councils

Dear City, Town and Parish Council colleagues,

I am really pleased, as the Cornwall Council Cabinet Member for Environment and Climate Change, to be able to share some exciting news with you all.

As part of our commitment to help Cornwall strive towards becoming carbon neutral by 2030, we are making our bespoke online climate literacy training course available to all local Councils in Cornwall.

The course explains, in simple terms, the science behind climate change – and how global changes will impact us locally. It looks at what a carbon footprint is and ways you can reduce carbon emissions at home and in the workplace.

We developed the course for our Council employees and elected Members to help them learn more about how they can help us become carbon neutral; We think it is such a valuable resource that we want to share it with our local council partners.

You can watch a short video about the training course here: [Carbon literacy training video on Vimeo](#)

Two free Learning Hub accounts

I am really pleased that we are able to offer free access, for two people from each local council, to our Climate Literacy online training for one year. The accounts can be for councillors, clerks or officers of the local councils.

We have negotiated a special price with the Learning Hub for these accounts, which we are paying for and providing free of charge. So, I really hope you will take up this great offer!

The two free accounts will also provide access to the other online training that is available within the Council's Learning Hub, including: Equality and Diversity Awareness; Information Governance; An Introduction to The Human Rights; Safeguarding in Cornwall; Cyber Security; and Workplace Health and Safety.

If your council would like to take up this exciting offer please contact our Learning and Development Team by email: learndevelop@cornwall.gov.uk to request your free accounts.

You will need to provide the names and email addresses of the people who will be accessing the Learning Hub.

We would also like to be able to extend this offer to Cornwall's Community Climate Action Groups as well; and if any of the free local council accounts remain available after the end of October, we will offer them to community climate groups, on a first-come-first-served basis.

I very much hope you will take up our offer and be able to benefit from the training, to support your own valuable and vital efforts in helping Cornwall respond to the Climate Emergency.

Kind regards,

Clr Martyn Alvey

Cabinet Member for Environment and Climate Change

www.cornwall.gov.uk/climatechange

<https://letstalk.cornwall.gov.uk/carbon-neutral-cornwall>

cyfrifiad census 2021

Dear Census Champion,

Now that the Census 2021 collection operation is coming to a close, the Office for National Statistics (ONS), who run the census in England and Wales, would like to take this opportunity to thank you and your organisation for your contribution to its success.

The response to Census 2021 has exceeded all expectations with households across England and Wales making sure they count when it comes to local services like school places, GP surgeries and hospital beds. As Jason Zawadzki, Deputy Director of 2021 Census Operations acknowledged: "I would like to thank you for your support over the last few months; it has been invaluable to us and contributed to the high response rates we have achieved. Your support in the lead-up to Census 2021 and in the period around Census Day has helped boost return rates. We're committed to making sure that the census includes everybody, and your work with us has been a crucial part of the picture".

What happens next?

ONS call the anonymised information it releases, *census outputs*. It plans to release the first set of census outputs to the public in spring 2022. More detailed outputs will be published over the following year. All of the information and analysis will be made available on a specially designed website. Click [this link](#) to learn more about the progress and development of the Census 2021 outputs.

Keeping in touch

As you know, the Census Engagement Manager role has come to an end, but ONS would like to keep in touch with you about how you can use census outputs and the future of the census. We need your permission to retain your details.

ONS would like to keep your contact details: name, organisation, email address/telephone, geographic region you operate in and type of community you work with. ONS will keep these details until the end of the current census programme which is in 2024. We will then contact you again to see if you would like to continue hearing from us. We will store your details in a secure database and not share them outside ONS and only use them to contact you about census related matters.

If you are happy for us to retain your details please email our Engagement team at 2021census.engagement@ons.gov.uk to give your confirmation. If you do not contact us, we will remove your details from our systems by the end of September 2021.

You can also request the removal of your details at any time through the same email address.

Thanks again for your invaluable support of Census 2021. Your efforts will help us produce outputs about your community and local area.

Best wishes

Census Partnerships team

Beth-Shemesh,

Warrens Field

Camelford

4/8/21

Dear Camelford Town Councillors,

On behalf of the Parish of Lanteglos –by-Camelford, I am writing to request, once again, for the grant for cutting and maintenance of the grounds around our two churches.

We are very grateful for this money, as we are very mindful of the financial constraints you are under.

I enclose a copy from the Town Council, the details, of which, I knew, but did not know its whereabouts. I only had the PCC minutes referring to the Council's decision. The Pandemic, caused many documents to come my way, as a long time Churchwarden. You will see from previous letters requesting the grant, that members of St.Thomas' congregation, have cut the bank up to the post just before the seat.

The enclosed letter clearly shows, that we had no duty to do this.

Earlier records will show that in 2004, the Council's first idea was to have a covered seat at the bus-stop This would have entailed cutting back into the granite/grass bank. They opted for the seat, which is still there today.

A Cormac employee, went into St.Thomas', it ^{was} fortunate that a member of the congregation was present, and was insistent that we were responsible for the overhanging foliage and brambles. The

Vicar said she would look at the problem. I have not seen the problem for myself, yet. I will take a look this morning.

I am sorry that this is a begging letter, but also one which will place another financial burden, on the Council. I have asked the man who cuts St.Thomas' grass, to deal with the bank, only up to the post, just for once.

Will the Council advise their contractor to keep a watchful eye, on the bank, for overhanging branches and brambles, please.

The bank details are NatWest

PCC of Lanteglos- by- Camelford Churchyard Account

Sort code 52-10-47 Account No. 04371755

Thank you in anticipation

Best wishes

Brenda M. Oliver

Brenda M. Oliver. Churchwarden



CAMELFORD TOWN COUNCIL

**NCDC OFFICES, COLLEGE ROAD, CAMELFORD,
CORNWALL, PL32 9TL**

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The Rev'd Brin Berriman
The Rectory
Trefrew Road
Camelford
Cornwall
PL32 9TP

19th November, 2004

Dear Brin Berriman,

Reference: Proposal to build a bus shelter into the church wall on the south side of St Thomas' Church.

Thank you for your letter dated 8th November.

At the council meeting held on the 16th November members agreed to reinstate and put right any damage caused by the installation of the bus shelter at the above address.

Members also agreed to cut back and trim, on a regular basis, the growth along the length of wall bordering the church land on the south side adjacent to the A39.

I will now ask my contractor to put the work on his list to do.

Please advise me if you have any queries.

Yours sincerely

Ron Hart, Town Clerk

4. Correspondence (cont.).

The following letters have been received since the last meeting :-

1. From Ron Hart to Brin, in which Ron Hart acknowledged that Brin's letter of 7th Oct. 2004 enabled the Council to proceed with the bus shelter in Victoria Road. Ron Hart stated that the Council have agreed to maintain the wall bordering the A39 indefinitely.

2. From Ron Hart to the secretary, in which he said that Council members had proposed to increase their grant for the maintenance of Lanteglos Churchyard to £1,500 for the year 2005. This amount could be claimed by sending Ron Hart an invoice after April 1st 2005.

3. From Ron Hart to Jenny Jones regarding disabled access to St. Thomas Council members had proposed that the grass area between the surgery and the Church could be used for disabled parking as there is level access into the Church from the car park at this point. Council members were willing to sign this access with a "disabled access keep clear" ground marking. This would be done during 2005 at the same time as the normal car park marking as long as funds were available.

4. A letter from Steve Jones to Pat Menear on the subject of gutter maintenance for the North side of St. Julitta's. There had been two quotes:-

Cast aluminium	£5,460 + VAT
Cast iron	£6,360 + VAT

The firm which had supplied the extruded aluminium guttering for the porch had gone out of business. Pat suggested leaving a decision until the Spring, so that the bulge on the South side could be investigated first. This suggestion had unanimous approval.

5. Treasurer's Report.

Geoff Heath, Treasurer, reported the balances as follows :-

General Account	£459
Maintenance Account	£5,614
Churchyard Account	£1,239

Geoff reported that at the end of December we were in arrears to the Common Fund by about £2,000. This was the first time we had been in arrears, but we were due a tax refund within six or eight weeks. Mr. Pollard has agreed that we can pay off the arrears when the refund comes through. Brin pointed out that this was just a cash flow problem, as the tax refund could be counted as part of last year's income. We had actually made a surplus last year, and Brin thought that was a great achievement. Our expenditure for the year was ~~£18,000~~, and our income ~~£15,000~~ without the tax refund. There was a shortfall of about ~~£10,000~~, to be met by various kinds of fundraising. *Delete*

6. Standing Committee Report.

The secretary gave a report of the Standing Committee meeting of Dec. 2nd 2004.

1. It was decided that the Midnight Mass collection would be sent to Mount Edgecumbe Hospice in memory of Revd. Bob Stratfield. We can now report that £140 was collected.

2. There was a discussion about possibly combining some services, following on from the item in AOB in the minutes of Nov. 4th. (See also item 2 in these minutes.)

At the meeting of Dec. 2nd, Brin said that he was happy to continue with the current pattern of services, but said that it was important to be able to take a complete break occasionally. The problem is that holidays have to be booked in advance, and an arrangement for cover may at the last moment fall through. It was agreed at the Standing Committee meeting that if it

CAMELFORD TOWN COUNCIL MEETING MINUTES

Page number:

58/2004

Inspector Innes cont'd

- The often talked about extra officers are not used to cover gaps in local policing but to carry out new government initiatives.
- Camelford has 24hr policing but often when a local incident is reported they can be 20 miles away.
- In answer to the question why were there so many officers at a traffic incident Inspector Innes stated that he could not comment as the case in question was not known to him.
- PC Hayes could not be replaced easily by an officer during his 3 months acting sergeant due to the nature of his position in the town and local knowledge.
- Warders with no specific powers are called PCSO, but government funding for this type of officer is on a sliding scale with 100 per cent funding year one and decreasing each subsequent year. Inspector Innes is looking into the practicalities of using PCSO.
- In request for an officer on foot in Camelford at the weekends Inspector Innes will look at the number of hours devoted to foot patrols, cllrs must bear in mind his earlier comment that a foot patrol officer will need to keep near his car.
- The cllrs were obviously not happy when receiving a reply from a lower rank when their questions were directed at Maria Wallis, Chief Constable. Inspector Innes stated that the council should write and complain about this procedure.
- Improvements in communications should be seen shortly, a call centre computer control of officers is being replaced by control from local stations.

The Mayor thanked Inspector Innes for attending the meeting.

Items requiring a decision:

88/1 Funding request from the Royal British Legion reference VE/VJ day celebrations 2005. BL declared a personal interest. BG had been offered a bouncy castle for nothing and a marquee, she had doubts about the size of the marquee being suitable. BG had not contacted the Royal British Legion as yet but was happy to work with them. It was proposed that the council would visit this matter when setting the 2005-2006 precept on December 2nd. Proposed DP, seconded BG, nine for, one abstention, BL.

88/2 a) Reply from the Rev'd Brin Berriman reference the church wall in Victoria Road. The conditions laid out in the Rev'd Brin Berriman's letter were agreed to:
The council would accept responsibility for the cutting of growth along the whole length of the church wall adjacent to the A39.
The council would accept maintenance responsibility for the area of wall occupied by the bus shelter.
The council would not accept responsibility for the maintenance of any other part of the church wall adjacent to the A39.
Proposed BL, seconded AS, nine in favour, MW abstained.

88/2 b) Proposed bus shelter erection in Victoria Road on church owned property. The council had £6000 towards the shelter which included £4,000 grant for this specific project. It was proposed that the project, which had now increased in price to £8,000, be built. Proposed BL, seconded BG, nine in favour, AS abstained.

88/3 Camelford Chamber of Commerce reply reference Christmas lighting 2004. It was proposed that when the Chamber of Commerce wants the council to action an item they expect a decision from the council, they are not told to write to individual members. The council expects the same treatment from the Chamber. Proposed MW, seconded BG, 10 in favour.

J. A. M.

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Service Attendance Form

Site Details

MNumber:	M16310	Site Contact:	
Site Name:	Camelford Library	Contract Type:	PLATINUM +
Site Address:	Town Hall	Engineer:	0783
Site Postcode:	PL32 9PD	Route No:	484
Customer Lift Ref:	HPL Passenger Lift	Supervisor:	Brian Sugden
Property Code:			

Service Work Details

Visit Month:	July	Date:	09/08/21
Main Ropes/Chains:	Worn but Serviceable	Tank Unit/Pipes:	Worn but Serviceable
Wiring/Flexes:	Worn but Serviceable	Rupture Valve/Safety Rope	Worn but Serviceable
Doors/Operator:	Worn but Serviceable	Controller:	Worn but Serviceable
Ram/Ram Seal:	Worn but Serviceable		
Service Type:	The service inspection type undertaken during this visit was type Z - Items visually checked during this visit may include (but are not limited to), controller, motors/generators, main sheave, winding gear, brake unit, car entrances, door/gate operators, safety gear/guides, lift alarm, landing entrances, landing protection, and shaft equipment. For a full break down of this service plan, please check your Jackson Lift Service Plan & Method Statement.		

Other Work Completed this Visit

	Due	Completed	Last Test Result
Insurance Items:			
Safety Test:	An annual JLG Safety Test is not included as a part of your contract. If you would like a test to be carried out please contact your supervisor bsugden@jacksonlifts.com .		
Autodialler			
Test Results:	Installed No	Audible Alarm Functional	Line Functional
Comments			Calls JLG helpdesk

General Remarks

- All Due Health & Safety, LG Examinations Will Be Quoted When And As Appropriate
- Shaft Ventilation Required-builders Work
- No Beam Fitted At Top Of Lift Shaft For Tackling Off Of

Sign Off

Engineer Name:	Craig Russell	Client Name:	Signed on behalf of and with the permis
Signature:		Signature:	





CAMELFORD TOWN COUNCIL

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HEALTH AND SAFETY POLICY STATEMENT Adopted 2nd September 2021

Camelford Town Council (CTC) recognises that it has a legal duty to ensure, as far as reasonably practicable, the health, safety and wellbeing of its employees and others who may be affected by the Council's activities, and that managing health and safety is a critical function.

In order to discharge CTC's responsibilities, the Clerk will:

- bring this Policy Statement to the attention of all employees
- carry out and regularly review risk assessments to identify proportionate and pragmatic solutions to reducing risk
- communicate and consult with our employees on matters affecting their health and safety
- comply fully with all relevant legal requirements, codes of practice and regulations at International, National and Local levels
- eliminate risks to health and safety, where possible, through selection and design of materials, buildings, facilities, equipment and processes
- encourage staff to identify and report hazards so that we can all contribute towards improving safety
- encourage staff to take reasonable care for the health and safety of themselves and of other persons who may be affected by their acts or omissions at work
- ensure that emergency procedures are in place at all locations for dealing with health and safety issues
- maintain our premises, provide and maintain safe plant and equipment
- only engage contractors who are able to demonstrate due regard to health & safety matters
- provide adequate resources to control the health and safety risks arising from our work activities
- provide adequate training and ensure that all employees are competent to do their tasks
- provide an organisational structure that defines the responsibilities for health and safety
- provide information, instruction and supervision for employees
- regularly monitor performance and revise policies and procedures to pursue a programme of continuous improvement

This Health and Safety Policy will be reviewed every administration and revised as necessary to reflect changes to Council activities and any changes to legislation. Any changes to the Policy will be brought to the attention of all employees.

Esther Greig

From: Tina McGrath <Tina.McGrath@cornwall.gov.uk>
Sent: 12 August 2021 13:16
To: Tina McGrath
Subject: 20 mph zone priority for Camelford Network Area.

Importance: High

Information Classification: CONTROLLED

Good afternoon,

As you are aware we agreed to have the 20 mph zone as a priority for our Network Area. We were due to discuss this in the January meeting, however due to the ongoing pressures for the health services we will struggle to get presenters for September's priority.

The chair, our Cornwall Council members and our CLT rep have proposed that we bring forward the 20mph discussion to September.

We would like to be able to gauge interest and support for 20 mph zones in the Network Area.

It would be great if we could work together to develop a project proposal for our network area

Prior to the network meeting on 28th September could all please discuss in your council meetings this subject and come to the meeting with any areas that you would like to be considered.

If you would like to send them to be in advance that would be even better 😊

Please can you prepare:

- **Stretch of road to be considered, including maps/ photographs**
- **Why you would like this stretch to be a 20mph section**
- **Any consultation/ resident feedback you have to support this**
- **What if any contribution would the parish be willing to input**
- **Do you have a community speed watch in place for this stretch of road (evidence of speeding etc.)**

If you have questions/ queries please contact me

Regards

Tina

Please note my working days are Tuesday/Wednesday/Thursday

Tina McGrath
Community Link Officer, Camelford Community Network Area
Localism Team
Communities & Public Protection Service
Neighbourhoods Directorate
Cornwall Council
Mobile: 07483 168459
Email: tina.mcgrath@cornwall.gov.uk

First Floor South Wing, Chy Trevail, Beacon Technology Park,

Esther Greig

From: Paul Evered <paul.evered@cornwall.gov.uk>
Sent: 20 August 2021 14:48
Cc: Andy Curtis; clerk@stagnes-pc.gov.uk; David Pooley; Eleanor Giggall; Esther Greig; Henrietta TC Falmouth (director@falmouthartgallery.com); Joe Piwecki; Keith Cornwell -BudeTC; Louise Dwelly; Mark Williams; mel@looetowncouncil.gov.uk; Mike Uren (mike.uren@stcolumbmajor-tc.org.uk); Milly - Town Clerk; Pam Cabutti; Penryn Town Clerk; Ray Lane - Clerk Saltash; Roger Gazzard; Samantha Hughes; Sinead Burrow; Tatiana Cant (clerk@perranzabuloe-pc.gov.uk); Town Clerk; Town Clerk - Lostwithiel; townclerk@redruth-tc.gov.uk; Truro City Clerk PA - Nikki; Wadebridge Town Clerk; Admin at Lostwithiel Town Council (admin@lostwithieltowncouncil.gov.uk); Andrew Ley; Antoinette Snook; Bronwen Hockerday; Claire Waterhouse; Crea Brooks; David Orton; David Orton TC; Emily Middleditch; Emma Bouffler; Emma Gibson; Emma Richardson (emma@looetowncouncil.gov.uk); Emma Gibson; Jayne Cardew; Joanne Carter; Julie Spicer; Linda Body; Linda Body - Library Information Services Cornwall (linda.body@penryntowncouncil.co.uk); Linda Jones; Looe Library; Lotti Stapleton; Mark Berridge -Bude TC; Paul Smythe; Paul Smythe Hub; Sally Travers-Clapp; Sara Gwilliams; Sue Pinch; Terry Shaw; Valerie Rogers; Victoria Clackworthy; Benjamin Tovey; Edward Farley; Elaine Latus; Joanne Zimmer; Leonora Adams; Liam Roberts; Oscar Hocking; Carrie Sivorn; Cerys Tyson; Deborah Averill; Elly Hammersley; Emma Moles; Jane Briggs; Julie Zessimedes; Library and Information Support Officers; Paul Evered; Rosemary Phillips (Library); Sarah Marsh (Library); Stephanie Housman
Subject: Overdue charges after September 1st

Information Classification: CONTROLLED

Dear All,

Just to confirm that Cornwall Council run libraries at Penzance, Helston, Bodmin, Liskeard, Callington and the Mobile Library will not accrue overdue charges until at least January 1st 2022.

Many of you had asked for your branches not to start adding overdue charges until September 1st. **Can you please confirm with either Cerys or Sarah what you would like to do after this date please?** If we can have that information by Friday 27th August then we can make the necessary adjustments to the Library Management System in time for the 1st.

As discussed, we will have an all-branch meeting in September to discuss Library charges.

Kind Regards

Paul

Paul Evered | Library Resources Team Leader
Communities and Public Protection
Neighbourhoods | Cornwall Council
paul.evered@cornwall.gov.uk | Tel: 07968 892475
www.cornwall.gov.uk | 'Onen hag oll'



Permit with introductory note

The Environmental Permitting (England & Wales) Regulations 2016

Operator Name: Bridge Civil Engineering Ltd

Activity & location description: River bank erosion repairs and associated temporary works at Enfield Park, Camelford

National Grid Reference: SX 10670 84316 to SX 10631 84130

Permit number

EPR/ZB3754LV

Introductory note

This introductory note does not form a part of the permit

The main features of the permit are as follows.

Application for river bank erosion repairs and associated temporary works at Enfield Park, Camelford

The status log of the permit does not form part of the permit. It sets out the permitting history, including changes to the permit or permit reference number.

Status log of the permit		
Description	Date	Comments
Application EPR/ZB3754LV	Duly made 29/07/2021	Application for river bank erosion repairs and associated temporary works at Enfield Park, Camelford
Permit determined EPR/ZB3754LV	12/08/2021	Permit issued to Bridge Civil Engineering Ltd

End of introductory note

Permit

The Environmental Permitting (England and Wales) Regulations 2016

Permit number

EPR/ZB3754LV

The Environment Agency hereby authorises, under regulation 13 of the Environmental Permitting (England and Wales) Regulations 2016

Bridge Civil Engineering Ltd ("the operator")

Whose registered office is:

Silverton House

Chudleigh

Devon

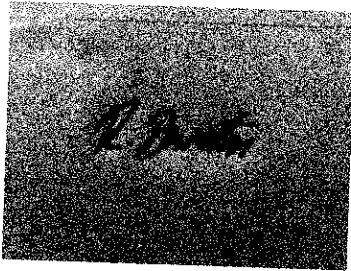
TQ13 0DF

to operate the following flood risk activities:

River bank erosion repairs and associated temporary works at Enfield Park, Camelford

National Grid Reference(s) From SX 10670 84316 to SX 10631 84130

to the extent authorised by and subject to the conditions of this permit.

Name	Date
 Richard Dunstan Partnership and Strategic Overview Team Leader (Acting) Devon, Cornwall and Isles of Scilly	12/08/2021

Authorised on behalf of the Environment Agency

Conditions

1 Management

1.1 General management

- 1.1.1 The operator shall manage and operate the activities:
- (a) in accordance with a written management system that identifies and minimises risks of flooding, impact on drainage and environmental harm so far as is reasonably practicable, including those risks arising from operations, maintenance, accidents, incidents, non-conformances and those drawn to the attention of the operator as a result of complaints; and
 - (b) using sufficient competent persons and resources.
- 1.1.2 Records demonstrating compliance with condition 1.1.1 shall be maintained.
- 1.1.3 Any person having duties that are or may be affected by the matters set out in this permit shall have convenient access to a copy of the permit.

2 Operations

2.1 Permitted activities

- 2.1.1 The operator is only authorised to carry out the activities specified in schedule 1 table S1.1 (the "activities").

2.2 The site

- 2.2.1 The activities shall not extend beyond the site, being the land shown edged in red on the site plan at schedule 2 to this permit.

2.3 Operating techniques

- 2.3.1 The operator shall use appropriate measures, including but not limited to those in the approved Method of work
- (a) to minimise sediment mobilisation
 - (b) to minimise impact on biodiversity
 - (c) to ensure there is no increase to flood risk or detrimental impact on drainage;
 - (d) for the storage and disposal of waste produced; and
 - (e) to prevent and minimise environmental harm.
- 2.3.2 All liquids in containers, whose emission to water or land could cause pollution, shall be provided with secondary containment, unless the operator has used other appropriate measures to prevent or where that is not practicable, to minimise, leakage and spillage from the primary container.
- 2.3.3 Measures shall be taken to ensure that the activities do not cause the spread of invasive non-native species or plant or animal diseases.
- 2.3.4 Works within the river channel shall only be undertaken between the 01 June and 30 September as this is a Salmonid river.

- 2.3.5 The activities shall, subject to the conditions of this permit, be operated using the techniques and in the manner described in the documentation specified in schedule 1, table S1.2, unless otherwise agreed in writing by the Environment Agency.
- 2.3.6 Exposed tree roots shall not be removed from the river banks. Please ensure that you contact us if you need discuss the removal of any tree roots.

3 Information

3.1 Records

- 3.1.1 All records required to be made by this permit shall:
- (a) be legible;
 - (b) be made as soon as reasonably practicable;
 - (c) if amended, be amended in such a way that the original and any subsequent amendments remain legible, or are capable of retrieval; and
 - (d) be retained, unless otherwise agreed in writing by the Environment Agency, for at least 6 years from the date when the records were made, or in the case of the following records until permit surrender:
 - (i) records relating to conditions for the ongoing operation or maintenance of a structure;
 - (ii) records relating to the continuing access of the Environment Agency to the watercourse or to works or structures it operates;
 - (iii) matters which affect the condition of the land.
- 3.1.2 The operator shall keep on site all records, plans and the management system required to be maintained by this permit, unless otherwise agreed in writing by the Environment Agency.

3.2 Reporting

- 3.2.1 The operator shall send all reports and notifications required by the permit to the Environment Agency using the contact details supplied in writing by the Environment Agency.

3.3 Notifications

- 3.3.1 The Environment Agency shall be notified no less than 7 days before the commencement of the activities.
- 3.3.2 Environment Agency shall be notified no less than 7 days after the activities are completed.
- 3.3.3 The Environment Agency shall be notified without delay following the detection of any breach of a limit specified in the permit or any significant environmental effects resulting from the activities or of any breach of the permit.
- 3.3.4 Written confirmation of actual or potential incidents or effects and breaches referred to in 3.3.3 shall be submitted within 24 hours.
- 3.3.5 The Environment Agency shall be notified within 14 days of the occurrence of the following matters, except where such disclosure is prohibited by Stock Exchange rules:
- Where the operator is a registered company:
- (a) any change in the operator's trading name, registered name or registered office address; and
 - (b) any steps taken with a view to the operator going into administration, entering into a company voluntary arrangement or being wound up.

Where the operator is a corporate body other than a registered company:

- (a) any change in the operator's name or address; and
- (b) any steps taken with a view to the dissolution of the operator.

In any other case:

- (a) the death of any of the named operators (where the operator consists of more than one named individual);
- (b) any change in the operator's name(s) or address(es); and
- (c) any steps taken with a view to the operator, or any one of them, going into bankruptcy, entering into a composition or arrangement with creditors, or, in the case of them being in a partnership, dissolving the partnership.

3.3.6 Where the operator proposes to make a change in the nature or functioning, or an extension of the activities, which may have consequences for flood risk, drainage or the environment and the change is not otherwise the subject of an application for approval under the Regulations or this permit:

- (a) the Environment Agency shall be notified at least 14 days before making the change; and
- (b) the notification shall contain a description of the proposed change in operation.

3.4 Interpretation

3.4.1 In this permit the expressions listed in schedule 3 shall have the meaning given in that schedule.

3.4.2 In this permit references to reports and notifications mean written reports and notifications, except where reference is made to notification being made "without delay", in which case it may be provided by telephone.

3.4.3 Any reference to a distance of a number of metres from a flood defence structure, drainage work, remote defence or sea defence is a reference to that distance as measured from the foot of the foregoing as the case may be.

3.4.4 Any reference to a distance of a number of metres from a river control work is a reference to that distance as measured from the nearest part of the river control work.

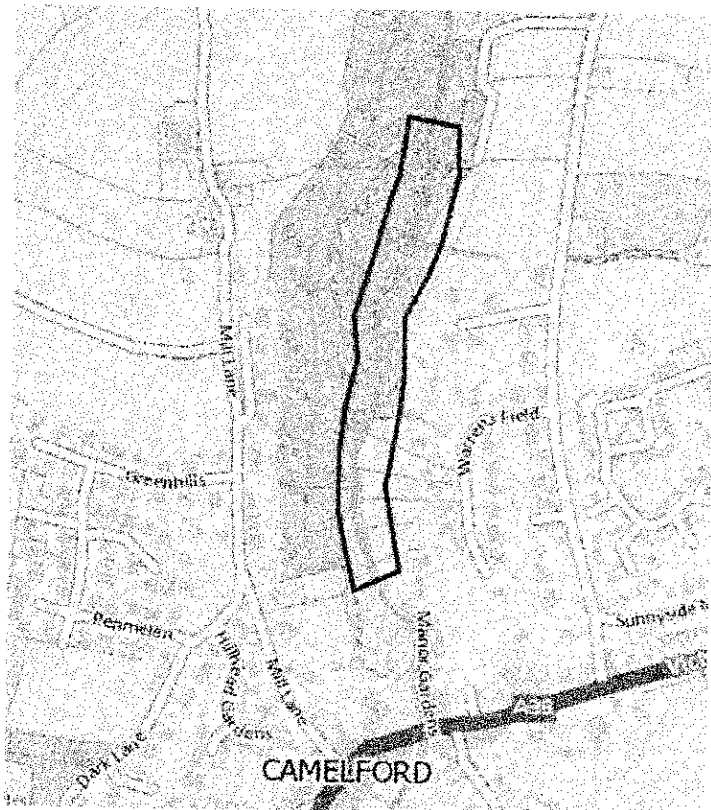
3.4.5 Any reference to a distance of a number of metres from a watercourse is a reference to that distance as measured horizontally from the foot of the bank on the landward side of the watercourse

Schedule 1 – Operations

Table S1.1 activities		
Activity reference	Description of activities	Limits of activities
Permanent Works		
P1	River bank erosion repairs	<p>The activity shall be commenced within 12 months of the date of the grant of the permit and completed within 6 months of commencement.</p> <p>The activities shall be carried out in accordance with the application duly made on 29/07/2021 and associated documents as follows:</p> <p>Site plan and proposed repair details ref: 210527-6061CB100B</p> <p>Photo montage and description of works ref: Camelford proposals (low res) Rev. 1</p> <p>B-QA-2504 Method Statement - B1199 - CTC - Camelford Bank Repairs – Overview Dated 16-07-2021</p> <p>Risk Assessment</p> <p>Works within the river channel shall only be undertaken between the 01 June and 30 September as this is a Salmonid river</p> <p>Exposed tree roots shall not be removed from the river banks. Please ensure that you contact us if you need discuss the removal of any tree roots</p>
T1	Temporary flow deflector cofferdam	<p>The activity shall be commenced within 12 months of the date of the grant of the permit and completed within 6 months of commencement.</p> <p>The activities shall be carried out in accordance with the application duly made on 29/07/2021 and associated documents as follows:</p> <p>B-QA-2504 Method Statement - B1199 - CTC - Camelford Bank Repairs – Overview Dated 16-07-2021</p> <p>Risk Assessment</p> <p>Works within the river channel shall only be undertaken between the 01 June and 30 September as this is a Salmonid river</p>

Table S1.2 Operating techniques			
Requirement	Measures (if measures are specified)	Document reference	Date Received
Condition 2.3.5	Approved Method of Work	B-QA-2504 Method Statement - B1199 - CTC - Camelford Bank Repairs – Overview Dated 16-07-2021	16/07/21

Schedule 2 – Site Plan



“©Crown Copyright. All rights reserved. Environment Agency, 100024198, 2021.”

Schedule 3 – Interpretation

“application” means the application for this permit, together with any additional information supplied by the operator as part of the application and any response to a notice served under Schedule 5 to the EP Regulations.

“authorised officer” means any person authorised by the Environment Agency under section 108(1) of The Environment Act 1995 to exercise, in accordance with the terms of any such authorisation, any power specified in section 108(4) of that Act.

“EP Regulations” means The Environmental Permitting (England and Wales) Regulations SI 2016 No.1154 and words and expressions used in this permit which are also used in the Regulations have the same meanings as in those Regulations.

“main river” means a watercourse or part of a watercourse designated as main river on the statutory main river map held by the Environment Agency.

“Method of Work” means a document forming part of the operator’s management system, setting out the working methods for carrying out the activity and what measures will be taken to avoid or minimise the risks of environmental effects.

“approved Method of Work” means the operator’s Method of Work approved by the Environment Agency

“environmental effects” means:

- (a) flooding or risk of flooding;
- (b) harm to the environment or risk of harm to the environment; and
- (c) detrimental impact on drainage or risk of detrimental impact on drainage.

“environmental harm” means a result of human activity which may:

- (a) cause harm to the conservation, protection and enhancement of any species and habitats designated under any enactment as having special protection or priority;
- (b) prevent the achievement of environmental objectives within the meaning of the Water Framework Directive 2000/60/EC;
- (c) cause pollution; or
- (d) otherwise adversely affect the protection and enhancement of the environment.

END OF PERMIT

Mr M Rockey
Bridge Civil Engineering Limited
Silverton House
Chudleigh
Devon
TQ13 0DF

Our ref: EPR/ZB3754LV

Date: 12 August 2021

Dear Mr Rockey

Your new environmental permit

Permit reference: EPR/ZB3754LV

Operator: Bridge Civil Engineering Limited

Description of Activity: River bank erosion repairs and associated temporary works

Site / Location: Enfield Park, Camelford

Our determination of your application for a permit is complete. We're satisfied that you can carry out your activities in accordance with the enclosed permit, without increasing flood risk, or harming land drainage or the environment. Please keep the permit in a safe place.

Please note the following conditions which form part of your permit:

- Works within the river channel shall only be undertaken between the 01 June and 30 September as this is a Salmonid river
- Exposed tree roots shall not be removed from the river banks. Please ensure that you contact us if you need discuss the removal of any tree roots.

Recommendations

- Works outside of the river channel can be undertaken outside of the period 01 June to 30 September.
- The mesh of the geotextile should be biodegradable to allow for immediate erosion protection and vegetation establishment assistance until the vegetation root system is mature enough. The geotextile should be pre-seeded to allow for rapid vegetation establishment.
- Habitats along the river corridor and within the riparian zone could be enhanced with methods such as riparian tree planting and the removal of any invasive and non-native species that are found within the park. Other enhancements could include the provision of species-specific enhancements such as bat boxes, reptile hibernacula, kingfisher tunnels and other bird boxes.
- As per the recommendation in the Preliminary Ecological Appraisal, a suitability experienced ecologist with fisheries knowledge should act as Ecological Clerk of Works to supervise the placement of the stonework in the channel margins and if any boulders or stones need repositioning to enable the works. The method of installation should be as sensitive and least damaging to the riverbed as possible, by minimising the disturbance of sediment and of fish.

Enter your office address here

Customer services line: 03708 506 506

Email: enquiries@environment-agency.gov.uk

www.environment-agency.gov.uk

This letter contains web links to other documents. If you aren't able to access these please phone me on 07810180980 or email psocornwall@environment-agency.gov.uk. Please quote our reference when contacting us.

Please look at the table below and note any of the things that apply to your permit.

If...	then..
your permit requires you to notify us before works start	check the deadlines for notifying us and make sure you carry them out by the times stated.
your permit requires you to notify us when any particular work is complete	check the deadlines for notifying us and make sure you carry them out by the times stated.

Find out more about complying with your permit on our website
<https://www.gov.uk/topic/environmental-management/environmental-permits>

This includes guidance on your management system and how you will be regulated.

There is a subsistence charge for your permit that applies when we carry out compliance checks. For most permits this will happen once and we will invoice you when the charge is due. If the permit continues over a longer period, deals with a number of activities, or has ongoing conditions, we may do compliance checks more than once and will invoice you at the time the compliance work is done.

Rights of appeal

If you're not happy with any permit condition that has been imposed by the permit you may appeal to the Secretary of State. You must make your appeal no later than six months after the permit issue date. Further information about making an appeal and the forms you will need are available from the Planning Inspectorate website or from the contact details below.

Environment Appeals, Enforcement and Specialist case work division, The Planning Inspectorate, 3/25 Hawk Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN. Phone: 0303 444 5584

Email: environment.appeals@planninginspectorate.gov.uk

You must send written notice of the appeal and the documents listed below to the Secretary of State at the Planning Inspectorate address above. At the same time you must send us a copy of the notice and documents to:

Jeanette Stockton, Permitting Technical Specialist, Environment Agency, National Permitting Service, Knutsford Road, Latchford, Warrington, WA4 1HT.

Phone: 020 302 51094 Email: jeanette.stockton@environment-agency.gov.uk

The documents are:

- a statement of the grounds of appeal
- a copy of any relevant application
- a copy of any relevant environmental permit
- a copy of any relevant correspondence between the appellant and the regulator
- a copy of any decision or notice which is the subject matter of the appeal
- a statement indicating whether you wish the appeal to be in the form of a hearing or dealt with by way of written representations.

You may withdraw an appeal by notifying the Secretary of State in writing and sending a copy of that notification to us.

If you have any questions about this permit please phone me on 0208 4746273 or email psocornwall@environment-agency.gov.uk Please quote our reference when contacting us.

Yours sincerely



John Pask
Flood and Coastal Risk Management Officer
Partnership and Strategic Overview (West)
Devon, Cornwall and the Isles of Scilly
psocornwall@environment-agency.gov.uk

✉ Sir John Moore House, Victoria Square, Bodmin, Cornwall, PL31 1EB
☎ 0208 4746273

Item Nr	Description	Unit	Quantity	Rate	Price
	Design	Sum	1		£
	Produce CPP and RAMS.	Sum			£
	Submit FRAP applications and obtain FRAP for all temporary and permanent works.	Sum			£
	Mobilisation and site-set up.	Sum	1		£
	Prelims and supervision	Sum	1		£
	Temporary Works	Sum	1		£
					£
	Section 1				£
	Formalise dog access	item	1		£
	Scour around tree	m	5		£
	Fill over existing rock rolls (coir rolls/matting/soil)	m	35		£
	section next to tree	m	3		£
	Stone work under tree (amend current rock roll attachment detail as attached to tree)	m	2		£
	Coir matting to protect bank immediately downstream of bridge	m	3		£
					£
	Section 2				£
	Full bank repair, rock roll, coir roll, coir matting (removed)	m	0		£
	Fill material	t	20		£
	Remove gabions	m	8		£
					£
	Stonework (replace rockrolls originally priced)	m	75		£
					£
					£
	Surfacing (5mm grit)	m	3mx1000m		£
					£
	Anchors (section 1)	no	40		£
	Anchors (section 2)	no	80		£
					£
	Demobilise site set up and tidy-up.	Sum			£
				The total of the Prices	£ 93,036.00

Kind Regards,

Dan Smith CEng MICE
Pre Construction Manager
Bridge Civil Engineering Ltd

Registered Office; Silverton House, Chudleigh, TQ13 0DF.
Place of Registration; England & Wales.

COVID-19 SECURE! We kindly ask, no visitors to our office, or sites without prior arrangement. Follow social distancing guidelines

From: Amanda Lash <admin@camelford-tc.gov.uk>
Sent: 20 August 2021 10:30
To: Dan Smith <dsmith@bridgecivileng.co.uk>

Esther Greig

From: Esther Greig
Sent: 25 August 2021 09:41
To: Aaron Scawn; Alan Burgis; Andy Shaw; Ayla Ackroyd-Johnson; Claire Hewlett; Emma Grigg; Mike Coombes; Rob Chandler; Rob Rotchell; Stephen Bond; Sue Elford
Subject: Enfield Park riverbank project - Explanation of increased costs.

FYI

From: Dan Smith <dsmith@bridgecivileng.co.uk>
Sent: 24 August 2021 18:22
To: Esther Greig <clerk@camelford-tc.gov.uk>
Cc: Mike Rockey <mrokey@bridgecivileng.co.uk>
Subject: RE: Flood Risk Activity Permit EPR ZB3754LV Enfield Park, Camelford - GRANTED

Hi Esther,

That is good news.

The cost increase has unfortunately happened following the consultation with the EA. The EA have previously encouraged the installation of rock rolls (rocks with in net bags) to prevent erosion within water courses. The tender submission was based on using these along the river banks. However during the consultation and application of the Environmental Permit the EA informed us that the stance on the use of rock rolls had changed due to the netting containing plastic. The EA are actively discouraging the use of plastic within the environment as they ultimately end up harming it.

Therefore the approach to repair and maintain the river banks had to shift to an acceptable solution. This was discussed on site with the EA and due to the high flows present a stone solution was determined as being best. This is similar to the opposite bank and provides habitat and environmental enhancements. This approach is however more labour intensive and incurs a higher cost to install. The stone work also requires some temporary works to provide dry working areas to prevent pollution and mobilisation of silts within the river and allow the stonework to be installed correctly.

Kind Regards,

Dan Smith CEng MICE
Pre Construction Manager
Bridge Civil Engineering Ltd

Registered Office; Silverton House, Chudleigh, TQ13 0DF.
Place of Registration; England & Wales.

COVID-19 SECURE! We kindly ask, no visitors to our office, or sites without prior arrangement. Follow social distancing guidelines

From: Esther Greig <clerk@camelford-tc.gov.uk>
Sent: 24 August 2021 11:15
To: Dan Smith <dsmith@bridgecivileng.co.uk>
Subject: RE: Flood Risk Activity Permit EPR ZB3754LV Enfield Park, Camelford - GRANTED

Hi Dan,

My slightly snotty email to MHCLG seems to have worked. CTC have received approval for the PWLB loan.

I need to put the revised price through Council next week – but it would be great to have an explanation of the cost increase. Obviously, you explained it to me verbally yesterday; I just need a paragraph in writing to forward to Councillors.

Yes, do invoice for the design and FRAP; if I can get that before end of play tomorrow I can get it authorised at the same meeting – 2nd September.

Did you want to arrange a site visit?

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.

From: Dan Smith <dsmith@bridgecivileng.co.uk>

Sent: 20 August 2021 14:16

To: Amanda Lash <admin@camelford-tc.gov.uk>

Cc: Esther Greig <clerk@camelford-tc.gov.uk>; Mike Rockey <mrokey@bridgecivileng.co.uk>

Subject: RE: Flood Risk Activity Permit EPR ZB3754LV Enfield Park, Camelford - GRANTED

Hi Amanda/Esther,

Please see price list below. The items highlighted green are new, amber adjusted price and red are items removed. The alterations are to suit the advice from the EA to obtain the FRAP.

I hope the price is still acceptable and suggest we may be able to make a saving on the number of anchors required. We will determine this on site during the works and only charge for what has been used. If there are any questions please give me a call and I will be happy to discuss any details.

Are you happy for me to invoice for the design and FRAP, a total of £9100.



Ministry of Housing,
Communities &
Local Government

Esther Greig
Camelford Town Council
Town Hall
Market place
Camelford
Cornwall
PL32 9PD

Our Ref:
SRP 5/23/05 Application 2021-22 (004)

23rd August 2021

Dear Esther,

BORROWING APPROVAL – CAMELFORD TOWN COUNCIL

1. I am directed by the Secretary of State to notify you that, in pursuance of his powers under paragraph 2(2) of Schedule 1 to the Local Government Act 2003, the Enfield Park Project is approved by him as a purpose for which Camelford Town Council, "the Council", may borrow an amount not exceeding £94,745.
2. Please note that this borrowing approval authorises the Council to borrow funds up to a specified amount. However, the Council should note that this borrowing approval does not itself confer power on the Council to incur the planned expenditure. The Council will need to satisfy itself that it does have the appropriate power before the expenditure is incurred.
3. When deciding whether to apply for borrowing in line with this approval, the council should be aware that Ministers have decided not to extend council tax referendum principles to town and parish councils in 2021-22. However, it remains an option for Ministers to make town and parish Councils subject to the principles in future years.
4. Any precept increases which are attributable to this borrowing approval would not be excluded from consideration should town and parish councils be subjected to council tax referendum principles in future.
5. This approval is given subject to the following conditions, and any borrowing by the Council in breach of any of these conditions will not be authorised by this approval:
 - (a) the Council may borrow only for the purpose specified in paragraph 1 above;
 - (b) borrowing under the authority of this approval must be undertaken within the period of the approval. The approval is valid for one year from the date given above;
 - (c) any borrowing by the Council after the end of the period of the approval will not be authorised by this approval;
 - (d) in a case where a loan agreement imposes on the Council an immediately binding obligation to borrow money at some future date, the Council will draw down the

borrowed funds before the end of the period of the approval;

- (e) where the Council borrows any money in reliance on this approval, it will notify the Ministry of Housing, Communities and Local Government (MHCLG) of the date of the loan and the amount borrowed, as soon as is reasonably practicable;
- (f) where the Council has not undertaken any borrowing and does not intend to undertake any borrowing, in reliance on this approval, the Council is requested to notify MHCLG as soon as is reasonably practicable.

6. In exercise of his powers under paragraph 5 of Schedule 1 to the Local Government Act 2003, the Secretary of State consents to any period determined by the Council as the period within which the money borrowed in reliance on this approval is to be repaid, provided that the period is not greater than 11.5 years, starting on the date on which the money is borrowed.

7. Advice on the sources and methods of finance available, and a guidance leaflet about the borrowing approval system, may be obtained from your local County Association. Councils intending to borrow from the Public Works Loan Board (PWLb) should visit the Board's website in the first instance www.pwlb.gov.uk. PWLB may be contacted on 0207 862 6610 or e-mailed at pwlb@dmo.gov.uk.

8. The contact at this office for any enquiries is Ms Fahima Begum on 0303 444 9117 or e-mail to parish.borrowing@communities.gov.uk.

9. I am copying this letter to the Chair of the Council and to your local County Association.

Yours sincerely,

**Kaldeep
Rana**

Digitally signed by
Kaldeep Rana
Date: 2021.08.23
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Kaldeep Rana
Local Government Finance Directorate

edge's Ground

The Mowhay

Jaspers

The Orchard

Herons Rest

ENFIELD PARK

Waterfall/bridge area

MILL LANE

FIELD

