



CAMELFORD TOWN COUNCIL

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

PL32 9PD

01840 212880
clerk@camelford-tc.gov.uk
www.camelford-tc.gov.uk

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

Chair's Signature..........

1

Dated..2/9/21

a. Mayor's Report – Cllr Rotchell noted that he wrote to Strategic Director of Devolution at Cornwall Council following last meetings instruction for Cleese 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 Cleese. 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

Chair's Signature.....

2

Dated. 2/9/21

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 $4,302.37 \times 2 = 8,604.74$. 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

Chair's Signature 

3

Dated... 2/9/21

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

Chair's Signature..........

Dated 2/9/21