



CAMELFORD TOWN COUNCIL

Town Clerk: Esther Greig BA (Hons) CiLCA

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TO MEMBERS OF THE COUNCIL:

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

Dear Members

I hereby give you notice that an Ordinary Meeting of Camelford Town Council will be held on **21st September 2021 at St. Thomas Church, Victoria Road, Camelford at 7.00pm.**

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 attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

1. To note Councillors present

2. To receive Apologies for absence with reasons

Cllr Coombes – personal

3. To receive Declarations of Interest & Approve Dispensations

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

5. To receive and approve the Minutes of:

Extra Ordinary Meeting 10th September 2021 (attached).

6. To receive Clerk's report

Matters arising from the Minutes. Code of Conduct training for Councillors. Wasps nest on footpath 507/11/1. Sewer works under play area. Christmas lights. Zip wire. Diary note - Meeting with Camelford Town Trust. OCM update

7. Planning

a. Any late applications will be discussed under this section.

PA21/08510. Meadowcroft. 27 Bowood Park, Lanteglos. Mr Fox. Proposed first floor deck with new access from lounge. [weblink](#)

For Information

PA21/06114. Regularisation of commercial units. Tregath. Mr Smeeth. Approved

PA21/06587. Fell 2 Ash trees. Greenacres, Roughton Road. Mr Thomas. Approved

PA21/08020. Works to trees. 4 Chapel Street. Mrs Parsloe. Decided not to make TPO.

8. Portfolio Reports

a. Mayor's Report – Cllr Rotchell.

b. Cllr Shaw – report on Ancient Tree Forum.

9. Correspondence

- a. Clerks and Councils direct magazine.
- b. Letter from Bude Town Council – planning.
- c. Letter from Bodmin Town Council - planning

10. Agenda Items

- a. To **note** minutes from the Strategic Working Group.
 - i. To **resolve** to write to allotment landlord solicitors requesting renewal of lease
- b. To **resolve** upon disabled door quotes
- c. To **discuss** repairs to drainage pipes in Enfield park
- d. To **review** and **resolve** upon working group & committee membership
- e. To **note** minutes from the Events working group
- f. To **discuss** Clease car park management and car parking order.
- g. To **resolve** to purchase car parking notices for Fore Street £70 +VAT.
- h. To **note** Family Hub minutes.
- i. To **discuss** Police response to vandalism incidents.
- j. To **resolve** to drawdown PWLB loan to the value of works.
- k. To **resolve** to spend from the events budget for youth club venue over the winter.
- l. To **discuss** providing plastic cups or selling reusable cups for Friday bandstand events.
- m. To **note** latest OCM design

11. Accounts

a.	To note Balances at 15 th September 2021		
	Current Account	£269,839.13	
	Tracker Account	£51,425.94	
	NS&I	£42,483.49	
	CCLA	£80,000.00	
b.	To resolve to authorise the payments of Accounts Outstanding		
	Staff	September Wages & expenses	BACS £8194.95
	HMRC	September Tax & NI	BACS £2,110.08
	Cornwall Pensions	September Pension contributions	BACS £2,499.51
	Smart Window cleaning	Town Hall windows	BACS £25
	Cornwall ALC	Resilience course	BACS £18
	Barclays	Account charges	BACS £15.06
	PWLB	Churchfield CP loan	DD £4,862.42
	Jag Signs	No Parking signs	BACS £73.14
	Camelot Garage	Fuel for maintenance	BACS £26.57
	Sea Dog IT	Webhosting	DD £25.00
	Endsleigh Gardens Nursery	5 Trees	BACS £187.99
	Positive Electricity	Town Hall Electricity	DD £285.55
	Cornwall Council	Churchfield CP Enforcement	BACS £58.20
	R Sleep Ltd	Maintenance supplies	BACS £39.14
	SW Hygiene	Sanitary unit rental & waste	BACS £114.36
	Rob Rotchell	Enfield Park Plaque	BACS £18.00
	TLC Agency	Hosting renewal OCM	BACS £108.00
	Staples	Office supplies	Debit £69.36
	Pickle Design	Website – google search	DD £60.00
	Pennon	Water	DD £6.50
	Pennon	Water	DD £49.50
	Plusnet	Broadband/Telephone	DD £54.67
	Tesco Mobile	MGM mobile	DD £7.50
	CloudyIT	IT licences and back up	DD £223.14
	Cornwall Council	Churchfield – Business Rates	DD £444.00
	Cornwall Council	Office – Business Rates	DD £319.00
	Cornwall Council	Enfield Park Store – Business Rates	DD £51.00
	Voiphone	telephone calls	DD £50.00
	Voiphone	Call group	DD £9.60
	Camelford Town Trust	Town Hall Rent	DD £488.28
	PCC Lanteglos	Donation for meetings Q3&4	BACS £250.00

TOTAL £20,743.52

To note Income			
Car parking permits/Tickets	residents and businesses	AC	£315.00
Car parking permits	residents and businesses	AC	£375.00
Barclays	Interest	AC	£1.28
Cornwall Council	TCRF grant	AC	£43,000
Cornwall Council	CTS grant	AC	£5,415.09
Cornwall Council	Precept	AC	£136,830.59
Revival Books	Dead stock	AC	£29.61
	TOTAL		£185,966.57

12. Public Bodies (Admission to Meetings) Act 1960.

To **resolve** that in view of the confidential or special nature of the business about to be transacted, it is advisable that the press and public be excluded and instructed to withdraw during the discussions for the following items: Staff

- a. To **note** minutes from the Staffing Committee.
 - i. To **resolve** on pay increase as soon as agreed by NALC/Unions; if within budgeted limits of 2%
- b. To review and resolve upon correspondence from Caladen Ltd.

13. To note items for 7th October 2021 Agenda.